

Minute

Development and Infrastructure Committee

Tuesday, 7 September 2021, 10:30.

Microsoft Teams.



Present

Councillors Graham L Sinclair, Andrew Drever, Norman R Craigie, Robin W Crichton, David Dawson, J Harvey Johnston, Rachael A King, W Leslie Manson, Stephen Sankey, James W Stockan, Duncan A Tullock and Heather N Woodbridge.

Clerk

- Angela Kingston, Committees Officer.

In Attendance

- Gareth Waterson, Interim Executive Director of Finance, Regulatory, Marine and Transportation Services.
- Hayley Green, Interim Executive Director of Environmental, Property and IT Services.
- James Buck, Head of Marine and Transportation Services.
- Roddy Mackay, Head of Planning, Development and Regulatory Services.
- David Thomson, Interim Head of Roads, Fleet and Waste Services.
- Karen Bevilacqua, Solicitor.
- Stuart Allison, Economic Development Manager.
- Lorna Richardson, Strategic Policy and Projects Manager (for Items 1 to 8).
- Kenneth Roy, Roads Support Manager (for Items 1 to 9).
- Susan Shearer, Planning Manager (Development and Marine Planning) (for Items 1 to 11).
- John Wrigley, Roads and Environmental Services Manager (for Items 1 to 3 and 5 to 15).
- Matthew Wylie, Roads Support Officer (for Items 4 to 9).

Observing

- Rebecca McAuliffe, Press Officer (for Items 5 to 15).
- Lorraine Stout, Press Officer (for Items 1 to 6).

Declaration of Interest

- Councillor Rachael A King – Item 14.

Chair

- Councillor Graham L Sinclair.

1. Disclosure of Exempt Information

The Committee noted the proposal that the public be excluded from the meeting for consideration of Annex B of Item 14, as the business to be discussed involved the potential disclosure of exempt information of the classes described in the relevant paragraphs of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973 as amended.

2. Revenue Expenditure Outturn

After consideration of a joint report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services, the Interim Executive Director of Environmental, Property and IT Services and the Head of Finance, copies of which had been circulated, the Committee:

Noted:

2.1. The revenue expenditure outturn statement in respect of Development and Infrastructure for financial year 2020/21, attached as Annex 1 to the joint report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services, the Interim Executive Director of Environmental, Property and IT Services and the Head of Finance, which indicated an underspend of £439,800.

The Committee scrutinised:

2.2. The explanations given and actions proposed in respect of significant budget variances, as outlined in the Budget Action Plan, attached as Annex 2 to the joint report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services, the Interim Executive Director of Environmental, Property and IT Services and the Head of Finance, and obtained assurance that appropriate action had been taken with regard to significant budget variances.

3. Revenue Expenditure Monitoring

After consideration of a joint report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services, the Interim Executive Director of Environmental, Property and IT Services and the Head of Finance, copies of which had been circulated, the Committee:

Noted:

3.1. The revenue financial summary statement, in respect of service areas for which the Development and Infrastructure Committee was responsible, for the period 1 April to 30 June 2021, attached as Annex 1 to the joint report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services, the Interim Executive Director of Environmental, Property and IT Services and the Head of Finance, which indicated a budget overspend position of £543,100.

3.2. The revenue financial detail by service area statement, in respect of service areas for which the Development and Infrastructure Committee was responsible, for the period 1 April to 30 June 2021, attached as Annex 2 to the joint report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services, the Interim Executive Director of Environmental, Property and IT Services and the Head of Finance.

The Committee scrutinised:

3.3. The explanations given and actions proposed, in respect of significant budget variances, as outlined in the Budget Action Plan, attached as Annex 3 to the joint report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services, the Interim Executive Director of Environmental, Property and IT Services and the Head of Finance, and obtained assurance that action was being taken with regard to significant budget variances.

4. Road Asset Replacement Programme

Expenditure Outturn

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services, the Committee:

Noted:

4.1. The summary outturn position of expenditure incurred for financial year 2020/21 in respect of the Road Asset Replacement Programme, as detailed in section 4.1 of the report by the Head of Finance, which indicated an underspend of £70,037 as at 31 March 2021, against an approved budget of £1,046,000.

The Committee scrutinised:

4.2. The detailed analysis of expenditure figures and programme updates, attached as Appendix 1 to the report by the Head of Finance, and obtained assurance with regard to significant budget variances and progress made with delivery of the approved Road Asset Replacement Programme.

5. Road Asset Replacement Programme and Roads Revenue Maintenance Programme

Expenditure Monitoring

After consideration of a joint report by the Interim Executive Director of Environmental, Property and IT Services and the Head of Finance, copies of which had been circulated, and after hearing a report from the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services, the Committee:

Noted:

5.1. The summary position of expenditure incurred, as at 30 June 2021, against the revised Road Asset Replacement Programme and the Roads Revenue Maintenance Programme for 2021/22, as detailed in section 4.1 of the joint report by the Interim Executive Director of Environmental, Property and IT Services and the Head of Finance.

The Committee resolved to **recommend to the Council:**

5.2. That the detailed programme of works in respect of the Roads Revenue Maintenance Programme for financial year 2021/22, attached as Appendix 1 to this Minute, be approved.

The Committee scrutinised:

5.3. The detailed analysis of expenditure figures and programme updates, attached as Appendices 1 and 2 to the joint report by the Interim Executive Director of Environmental, Property and IT Services and the Head of Finance, and obtained assurance with regard to significant budget variances and progress being made with delivery of the approved Road Asset Replacement Programme and the Roads Revenue Maintenance Programme.

6. Household Waste Recycling Centres

After consideration of a report by the Interim Executive Director of Environmental, Property and IT Services, together with an Equality Impact Assessment, copies of which had been circulated, and after hearing a report from the Strategic Policy and Projects Manager, the Committee:

Noted:

6.1. That, on 30 March 2021, when reviewing operation of the Household Waste Recycling Centres (HWRCs) at Cursiter Quarry and St Margaret's Hope, the Development and Infrastructure Committee recommended:

- That consideration of the proposed closure of the HWRCs at Cursiter Quarry and St Margaret's Hope, in order to address the issues associated with compliance with SEPA licence conditions, be deferred, to enable the Executive Director of Development and Infrastructure to submit a detailed report to the Committee, no later than October 2021, to include alternative, compliant options, such as the continued operation of both sites as recycling points only.
- That, in the interim period, the sites at Cursiter Quarry and St Margaret's Hope should continue to operate as recycling points only, thereby enabling compliance with waste licensing regulations.

6.2. That, since April 2021, the sites at Cursiter Quarry and St Margaret's Hope had been operating as recycling points only, with incidents of abuse, either through deposition of commercial waste or with householders leaving items or materials which were not accepted, together with the time and resource required to remove and appropriately dispose of the inappropriate materials, recorded.

6.3. That discussions had been held with the Scottish Environment Protection Agency regarding operating the sites as recycling points, who advised that they had no concerns or issues with that approach.

6.4. That the only other option available to enable compliance with waste licensing regulations was the closure of both sites.

The Committee resolved to **recommend to the Council:**

6.5. That the sites at Cursiter Quarry and St Margaret's Hope should continue to be operated as recycling points only.

7. Integrated Waste Facility

After consideration of a report by the Interim Executive Director of Environmental, Property and IT Services, copies of which had been circulated, and after hearing a report from the Strategic Policy and Projects Manager, the Committee:

Noted:

7.1. That, in October 2015, the Council agreed that a project to develop the “Proof of Concept” phase of exploring the feasibility of the proposal to replace the existing waste management facility at Chinglebraes be initiated.

7.2. That, on 26 September 2018, the Development and Infrastructure Committee reviewed a Stage 1 Capital Project Appraisal in respect of proposed new waste management facilities, which proposed that two options be progressed for further consideration, namely:

- Option 2 – Residual waste resource recovery on Orkney – Energy from Waste.
- Option 4 – Separate food waste collection and processing, for example Anaerobic Digestion or In Vessel Composting.

7.3. That the Development and Infrastructure Committee subsequently recommended that, subject to resources being secured, as an exception to the Capital Project Appraisal process, due to concerns over the sustainability of the current waste disposal route and the necessity of planning to meet more stringent recycling targets, the Executive Director of Development and Infrastructure should submit, to the Policy and Resources Committee, a Stage 2 Capital Project Appraisal in respect of proposed new waste management facilities.

7.4. That a detailed business case investigation had resulted in the following conclusions:

- Option 2 was not technically viable and instead residual waste should be pre-treated in Orkney prior to shipping elsewhere for disposal.
- For Option 4, the most appropriate technology for the processing of food waste was via In Vessel Composting.

7.5. The preferred site for the proposed replacement waste facility for Chinglebraes, namely the former Abattoir/Cull Hall site at Hatston, incorporating the existing Household Waste Recycling Centre and associated infrastructure, as detailed on the plan attached as Appendix 1 to the report by the Interim Executive Director of Environmental, Property and IT Services.

The Committee resolved to **recommend to the Council:**

7.6. That the proposal to progress development of new waste management facilities be reaffirmed, based on the following:

- In Vessel Composter for organic (food and garden) waste.
- Mechanical pre-treatment (shredding) for residual waste.
- Sorting facility for mixed dry recyclable materials.

The Committee resolved to **recommend to the Asset Management Sub-committee:**

7.7. That the site of the former Abattoir/Cull Hall at Hatston, incorporating the existing Household Waste Recycling Centre and associated infrastructure, be adopted as the preferred site for the proposed new waste management facilities.

Councillor W Leslie Manson left the meeting during discussion of this item.

8. Winter Service Policy and Plan

After consideration of a report by the Interim Executive Director of Environmental, Property and IT Services, copies of which had been circulated, and after hearing a report from the Interim Head of Roads, Fleet and Waste Services, the Committee:

Noted:

8.1. That delivery of the winter service was based on guidance set out in the Well-managed Highway Infrastructure – A Code of Practice, as detailed in section 4 of the report by the Interim Executive Director of Environmental, Property and IT Services.

8.2. That a review of the winter service provision had been carried out, resulting in the options outlined in section 6 of the report by the Interim Executive Director of Environmental, Property and IT Services, and further detailed in Appendix 4, with the preferred option being Option 2, namely to adopt a new Winter Service Policy 2021 to 2026 and a Winter Service Plan 2021/22 developed to suit available physical resources.

8.3. That consultation had been carried out in respect of the winter service, with the outcome detailed in Appendix 3 to the report by the Interim Executive Director of Environmental, Property and IT Services.

8.4. The draft Winter Service Policy 2021 to 2026 and the draft Winter Service Plan 2021/22, attached as Appendices 1 and 2 respectively to the report by the Interim Executive Director of Environmental, Property and IT Services, which had been updated to take account of the review and responses to the consultation process, referred to at paragraphs 8.2 and 8.3 above.

8.5. That, should the Council wish to adopt a policy that differed from the advice suggested by the Well-managed Highway Infrastructure – A Code of Practice, it was essential that this was identified and the reasoning for such differences explained in the policy.

The Committee resolved to **recommend to the Council:**

8.6. That the Winter Service Policy 2021 to 2026 and Winter Service Plan 2021/22, attached as Appendices 2 and 3 respectively to this Minute, be approved.

9. Replacement and Upgrade of Festive Lighting Decorations

After consideration of a report by the Interim Executive Director of Environmental, Property and IT Services, copies of which had been circulated, and after hearing a report from the Interim Head of Roads, Fleet and Waste Services, the Committee:

Noted:

9.1. That the Council had erected, maintained and stored festive decorations on behalf of various Community Councils and other organisations for over 20 years, with associated costs being met from the Roads revenue budget.

9.2. That, in recent years, Community Councils, Community Associations and other organisations had purchased, erected, maintained and stored new festive decorations, which had been approved by Roads Services, with the only cost to the Council being for the electricity supply.

9.3. That Roads Services had reviewed the existing festive decorations erected on street lighting columns and had identified issues relating to the force of the wind, known as windage.

9.4. That it had been determined that many current decorations, excluding column wraps, no longer met the windage standards required by the street lighting column manufacturers.

9.5. That officers were in discussion with individual Community Councils, Community Associations and other groups to agree appropriate decorations for each location, with a view to Roads and Environmental Services facilitating replacement of the decorations in time for the 2021 festive season.

9.6. The proposal to transfer responsibility for the future supply, maintenance, erection and storage of festive decorations to individual Community Councils or other community organisations, as detailed in the draft Column Mounted Festive Decoration Policy 2021 to 2026, attached as Appendix 1 to the report by the Interim Executive Director of Environmental, Property and IT Services.

The Committee resolved to **recommend to the Council:**

9.7. That the Column Mounted Festive Decoration Policy 2021 to 2026, attached as Appendix 4 to this Minute, be approved.

9.8. That the Council should act as facilitator to assist individual Community Councils or organisations in the purchase of new festive lighting decorations for 2021, to be funded by a financial contribution from the Roads revenue budget.

9.9. That responsibility for future maintenance, erection and storage of festive lighting decorations be transferred to the individual Community Council or organisation.

10. Development and Marine Planning

Staffing Resource

After consideration of a report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services, copies of which had been circulated, and after hearing a report from the Planning Manager (Development and Marine Planning), the Committee:

Noted:

10.1. That the Marine (Scotland) Act 2010 included provision for local stakeholders to prepare statutory regional marine plans at local levels, which was the marine equivalent of a local development plan.

10.2. That the Delegation of Functions (Regional Marine Plan for Scottish Marine Region for the Orkney Islands) Direction 2020 commenced on 27 November 2020, delegating regional marine planning functions to the Council, which were supported by annual funding from Marine Scotland and a written assurance from the Minister for Environment, Climate Change and Land Reform.

10.3. That the Development and Marine Planning Service was carrying out the delegated functions, by preparing a statutory Orkney Islands Regional Marine Plan and facilitating the governance arrangements in respect of the Orkney Marine Planning Partnership.

10.4. That the workload of the Partnership was substantial and included governance and meetings of the Marine Planning Partnership and processes associated with drafting a Regional Marine Plan, which included public participation, evidence gathering and interactions with stakeholders such as Marine Scotland.

10.5. The current staffing establishment within Marine Planning, as follows:

- One permanent post of Senior Policy Planner.
- One temporary post of Marine Planner.
- One temporary post of Graduate Marine Planner.

10.6. The proposal to establish the temporary post of Marine Planner on a permanent basis, in order to ensure that the marine planning function was appropriately resourced to meet the requirements of the Marine (Scotland) Act 2010 and the Delegation of Functions (Regional Marine Plan for Scottish Marine Region for the Orkney Islands) Direction 2020.

10.7. That costs associated with making the temporary post of Marine Planner permanent would be met from the Scottish Government funding via Marine Scotland.

The Committee resolved to **recommend to the Council:**

10.8. That the temporary full-time post of Marine Planner (Development and Marine Planning), G9, be established on a permanent basis.

11. Private Water Supplies

The Committee noted that this item had been withdrawn.

12. Inter-Island Ferry Services

Proposed Winter 2021/22 Services

After consideration of a report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services, copies of which had been circulated, and after hearing a report from the Head of Marine and Transportation Services, the Committee:

Noted:

12.1. That additional funding had been received from the Scottish Government for financial year 2021/22 to operate a winter Sunday service for Rousay, Egilsay and Wyre and Hoy and Flotta.

12.2. That the Papa Westray passenger ferry service to Pierowall, operated during the winter months, had been brought in-house, with services due to operate from 27 September 2021.

12.3. The draft timetables to operate a winter Sunday service for Rousay, Egilsay and Wyre and Hoy and Flotta, and the winter 2021/22 service for Papa Westray, attached as Appendices 1 and 2 respectively to the report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services.

12.4. That the draft timetables were presented to the Ferry Services Consultative Forum for consideration on 25 August 2021.

12.5. That the proposed timetables, together with feedback from the Ferry Services Consultative Forum, had been considered by the Board of Orkney Ferries Limited and recommended to the Council for implementation.

The Committee resolved, in terms of delegated powers:

12.6. That the timetables in respect of ferry services to be operated by Orkney Ferries Limited to operate a winter Sunday service for Rousay, Egilsay and Wyre and Hoy and Flotta, attached as Appendix 5 to this Minute, be approved.

12.7. That the timetable in respect of ferry services to be operated by Orkney Ferries Limited to operate the winter 2021/22 service for Papa Westray, attached as Appendix 6 to this Minute, be approved.

13. Harbour Authority Sub-committee

After consideration of the draft Minute of the Meeting of the Harbour Authority Sub-committee held on 24 August 2021, copies of which had been circulated, the Committee:

Resolved, on the motion of Councillor Graham L Sinclair, seconded by Councillor Andrew Drever, to approve the Minute of the Meeting of the Harbour Authority Sub-committee held on 24 August 2021, attached as Appendix 7 to this Minute, as a true record.

14. Economic Development Grants

Budget Monitoring Statement and Delegated Approvals

Councillor Rachael A King declared a non-financial interest in this item, in that a family member was employed by an organisation which had received economic development grant funding, however, as the specific application was not discussed, she did not leave the meeting.

After consideration of a report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services, copies of which had been circulated, and after hearing a report from the Economic Development Manager, the Committee:

Noted:

14.1. That, for financial year 2021/22, the approved budget in respect of Economic Development Grants amounted to £306,300.

14.2. Spending to 31 July 2021, in relation to Economic Development Grants, totalling £54,744, of which £48,200 related to grant commitments made in previous financial years and £6,544 to current year commitments.

14.3. That, as at 31 July 2021, the Economic Development Grants budget remaining available for approval amounted to £227,038, as detailed in Annex A to the report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services.

14.4. Grant approvals made in the period 1 April to 31 July 2021, totalling £79,262, including grants approved under delegated schemes for the same period, totalling £39,262, as detailed in Annex B to the report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services.

15. Conclusion of Meeting

At 15:10 the Chair declared the meeting concluded.

Signed: Graham L Sinclair.

Development and Infrastructure - Road Maintenance Programme

Asset type	Cost Code	Location Description	Actual Expenditure as at 30/06/2021	Allocated Budget	Additional Budget	2021/22 Revised Budget	2021/22 Probable Outturn	Overspend/ (Underspend)	Description	Project Update
Carriageway Patching		Firth, Old Finstown Road, At bend just west of Zions Loan.				£4,000			Patch inside bend of carriageway.	Works included in tender package.
		Kirkwall, Palace Road, From Broad Street to Watergate				£23,500			Carriageway patching.	Works included in tender package.
		Kirkwall, Bignold Park Road, Above The Meadows				£25,000			Carriageway patching.	Works included in tender package.
		Kirkwall, Clay Loan, Junction with Bignold Park Road				£8,000			Carriageway patching.	Works included in tender package.
		Kirkwall, Dundas Crescent, Various Sections				£2,000			Reinstate existing reinstatements around ironwork.	Works included in tender package.
		Kirkwall, Bignold Park Road, In vicinity of Bignold Park gate				£8,500			Multiple sections combined into one reinstatement.	Works included in tender package.
		Kirkwall, King Street, Various between School Place / Queen Street				£2,500			Localised patching.	Works included in tender package.
		Kirkwall, Albert Street Car Park, From Junction Road to Concrete section				£23,100			Resurface entrance to car park.	Works included in tender package.
		Rendall, A966, At Tingwall junction				£23,000			Patch junction.	Works included in tender package.
		Sandwick, Linklater Road, Near Upper Linklater				£1,000			Carriageway patching.	Works included in tender package.
		Westray, B9066, Gill Pier Road, Gill Pier Road.				£25,000			Area to be regulated and resurfaced.	Works included in tender package.
		Shapinsay, B9059,				£11,000			Patching in vicinity of Howe.	Works included in tender package.
		South Walls, Cantick Road, End of road to Car Park				£12,000			Carriageway overlay.	Works included in tender package.
		Stromness, Deepdale Branch Road, Junction with A967				£5,500			Carriageway patching.	Works included in tender package.
		Stromness, Outertown Road, Various sections.				£26,000			Carriageway overlay.	Works included in tender package.
		Westray, Airfield Road, Junction of B9066				£2,000			Carriageway patching.	Works included in tender package.
		Westray, Noup Road, Junction of B9066				£2,000			Carriageway patching.	Works included in tender package.
		Deerness, Denwick Road, At end of road				£7,500			Carriageway overlay.	Works instructed, programme being developed.
		Harray, Ballarat Road, Furso to end of road.				£9,000			Carriageway overlay near farm.	Works instructed, programme being developed.
		Holm, A961, The Inn.				£32,000			Carriageway patching and overlay section.	Works instructed, programme being developed.
		Holm, Cornquoy Road, on brae down to old Kirk				£12,000			Carriageway overlay.	Works instructed, programme being developed.
		Holm, Biggings Road, Various sections				£5,000			Carriageway patching.	Works instructed, programme being developed.
		Holm, Cornquoy and Benshall, At Junction with Cornquoy Road				£6,500			Carriageway patching.	Works instructed, programme being developed.
		Rendall, Hammar Road, Up left hand side.				£5,000			Needs drainage works completed first (Apr 2021).	Works instructed, programme being developed.
		South Ronaldsay, Liddle Road, At bottom of brae on radius				£22,500			Needs regulated then overlay.	Works instructed, programme being developed.
		South Ronaldsay, Barswick Road, At bend at Barswick				£900			Patching works.	Works instructed, programme being developed.
		South Ronaldsay, Flaws Road, At corner at South Flaws				£4,000			Carriageway overlay.	Works instructed, programme being developed.
		South Ronaldsay, Windwick Road, Various sections at bends				£10,000			Carriageway patching	Works instructed, programme being developed.
		Stenness, Brodgar Road, Various sections at passing places				£8,600			Passing place patching.	Works instructed, programme being developed.
		St.Ola, Grainshore Road, Various sections				£18,500			Carriageway patching.	Works instructed, programme being developed.
		St.Ola, Sunnybank Road, From A965 junction.				£10,500			Carriageway patching.	Works instructed, programme being developed.
		St.Andrews, Churchyard Road, Near Cemetery				£6,000			Carriageway patching.	Works instructed, programme being developed.
		St.Andrews, Swarsquoy Road, Tankerness Hall Road				£3,000			Carriageway patching.	Works instructed, programme being developed.
		St.Andrews, Shore Road, Tankerness Hall Road				£6,000			Carriageway patching.	Works instructed, programme being developed.
Slab Repairs		Kirkwall, Various Locations on carriageway				£40,000		Repair, replace and point Orkney flagstones.	Works included in tender package.	
		Stromness, Various Locations on carriageway				£100,000		Repair, replace and point Orkney flagstones.	Works included in tender package.	
Patching	R26310000		£79,814	£230,300	£280,800	£511,100	£511,100	£0		
Footway Slurry Seal		Stromness, North End Road				£3,000			Slurry seal.	Works included in tender package.
		Stromness, Pumpwell Park				£1,400			Slurry seal.	Works included in tender package.
		Stromness, Hamnavoe				£6,000			Slurry seal.	Works included in tender package.
		Stenness, Ireland Road				£2,400			Slurry seal.	Works included in tender package.
		Kirkwall, Royal Oak Road				£1,400			Slurry seal.	Works included in tender package.
		Kirkwall, Reid Crescent				£3,000			Slurry seal.	Works included in tender package.
		Kirkwall, Willow Road				£4,200			Slurry seal.	Works included in tender package.
		Kirkwall, Willow Road				£2,000			Slurry seal.	Works included in tender package.
		Kirkwall, Mill Street				£1,600			Slurry seal.	Works included in tender package.

Asset type	Cost Code	Location Description	Actual Expenditure as at 30/06/2021	Allocated Budget	Additional Budget	2021/22 Revised Budget	2021/22 Probable Outturn	Overspend/ (Underspend)	Description	Project Update
Footways	R2633000		£8,308	£58,100	(£33,100)	£25,000	£25,000	£0		
Surface Dressing		South Ronaldsay, St Margaret's Road, A961 to Cromarty Square				£10,600			Surface dressing.	Works complete.
		South Ronaldsay, Doctors Road, St Margaret's Road to Doctors Surgery				£1,200			Surface dressing.	Works complete.
		South Ronaldsay, A961, 40mph signs to south of Ourigar Road				£12,700			Surface dressing.	Works complete.
		South Ronaldsay, Ourigar Road, A961 to Ourigar				£4,100			Surface dressing.	Works complete.
		South Ronaldsay, A961, Sandwich Road to Serrigar				£22,400			Surface dressing.	Works complete.
		South Ronaldsay, B9042/Herston Road, Hools Road to end of Herston Road				£23,000			Surface dressing.	Works complete.
		Stromness, Ness Battery Road, CORE PATHS - Full extent				£12,400			Surface dressing.	Works complete.
		Stromness, Waterworks Road, The Loons Road to Water Works				£5,300			Surface dressing.	Works complete.
		Sandwick, Tenston Road, Rosemount Road to end of road				£10,400			Surface dressing.	Works complete.
		Firth, Holland Road, A966 to Redland Road				£5,200			Surface dressing.	Works complete.
		St.Andrews, Tankerness Hall Road, From A960 to Swarsquoy Road				£30,000			Surface dressing.	Works complete.
		St.Andrews, Yinstay Road, Tankerness Hall Road to Surfacing section				£26,700			Surface dressing.	Works complete.
		Deerness, Manse Road, Full length				£8,300			Surface dressing.	Works complete.
		Deerness, Halley Road, From Braebuster to Link Road				£15,400			Surface dressing.	Works complete.
		Deerness, Aikerskaill Road, From Lighthouse Corner				£8,500			Surface dressing.	Works complete.
		Deerness, Stove Road, Full length				£12,100			Surface dressing.	Works complete.
		Harray, Nistaben Road, Full Extent				£5,900			Surface dressing.	Works complete.
		Holm, Graemeshall Road, Moss Road to Biggings Road				£12,300			Surface dressing.	Works complete.
		Holm, Ferryhouse Road, Full extent				£8,400			Surface dressing.	Works complete.
		Holm, Stratheast Road, Full extent				£9,900			Surface dressing.	Works complete.
		Burray, Northfield Road, Northfield down to bend				£9,500			Surface dressing.	Works complete.
		Burray, Southbreck Road, Ness Road to Breck				£5,700			Surface dressing.	Works complete.
		Burray, Ness Road, Southbreck Road to end of road				£11,000			Surface dressing.	Works complete.
		Evie, Arwick Road, Full Extent				£14,000			Surface dressing.	Works complete.
		Evie, Georth Road, Full Extent				£13,000			Surface dressing.	Works complete.
		Rendall, Puldrite Road, From Gorseness Road to Leuan				£10,600			Surface dressing.	Works complete.
		Stenness, Heath House Road, Full extent				£13,200			Surface dressing.	Works complete.
		Stenness, Upper Twatt Road, A965 to Upper Twatt				£11,000			Surface dressing.	Works complete.
		Sanday, Rue Road, B9068 to Bayview				£18,500			Surface dressing.	Works complete.
		Sanday, Airon Road, B9068 to Airon				£22,200			Surface dressing.	Works complete.
		Sanday, Ortie Road, Oyce Road to Ortie				£20,700			Surface dressing.	Works complete.
		Sanday, Sellibister Road, B9069 to Hill Head				£7,800			Surface dressing.	Works complete.
		Sanday, North loch Road, B9069 to Sandquoy				£16,200			Surface dressing.	Works complete.
		Sanday, Howe Road, B9068 to Cemetery				£8,500			Surface dressing.	Works complete.
		Sanday, B9069, West Langamay to Russness Cottage				£11,800			Surface dressing.	Works complete.
		Stronsay, Hescombe Road, Full extent				£12,300			Surface dressing.	Works complete.
		Stronsay, Odiness Road, Full extent				£18,200			Surface dressing.	Works complete.
		Stronsay, Holland Road, From Dishes Road to end of road				£15,200			Surface dressing.	Works complete.
		Stronsay, Everbay Road, From Hescombe Road to Odiness Road				£10,300			Surface dressing.	Works complete.
		Stronsay, Airafea Road, Full extent				£10,000			Surface dressing.	Works complete.
		Stronsay, Kirbuster Road, Full extent				£10,600			Surface dressing.	Works complete.

Asset type	Cost Code	Location Description	Actual Expenditure as at 30/06/2021	Allocated Budget	Additional Budget	2021/22 Revised Budget	2021/22 Probable Outturn	Overspend/ (Underspend)	Description	Project Update
Surface Treatments	R26300000		£57,791	£470,500	£44,600	£515,100	£515,100	£0		
Bridge Repairs		Firth, A965, Ingashowe				£13,500			Replace mortar to barrel and abutments, re-set displaced masonry, treat corroded sheet steel barrel to extension.	Tender currently being prepared.
		Stenness, A965, Housequoy				£14,000			Replace mortar and weathered stone to barrel and abutments. Clean spandrels and parapets and repoint.	Tender currently being prepared.
		Firth, A966, A966 - Ouse, Finstown.				£66,500			Clean abutments, barrel, spandrels, parapets, walls and revetments and repoint. Repair foundation for revetment.	Tender currently being prepared.
		Firth, A966, Ouse Footbridge				£17,500			Replace corroded fixings.	Tender currently being prepared.
		Harray, A986, Corrigal				£27,000			Repairs to stonework and mortar of arch barrel. Repairs to abutments.	Tender currently being prepared.
		Birsay, B9057, Hillside Burn				£31,000			Underpin scoured foundations and provide apron. Construct bank protection and masonry repairs to walls.	Tender currently being prepared.
		Rousay, B9064, Feolquoy				£24,000			Remove weathered stone and replace mortar to arch barrel and abutments. Repair, remove vegetation from and repoint spandrels, parapets and approach walls.	Tender currently being prepared.
		Rousay, B9064, Sourin Hatchery				£3,500			Masonry and mortar repairs to abutments, barrel, training walls and parapet. Clean and repair exposed masonry.	Tender currently being prepared.
		Rousay, B9063, Westness Bridge				£3,500			Repair damaged parapet end and rebuild end of adjacent wall.	Tender currently being prepared.
		St Ola, A960, Wideford Burn				£10,000			Repair damaged parapet end and rebuild end of adjacent wall.	Tender currently being prepared.
Bridges and structures	R26350000		£35,841	£143,900	£66,600	£210,500	£210,500	£0		
Churchill Causeways		Various, A961, Various				£40,000		Replace and repair timber posts	Currently being designed.	
Fences and Barriers	R26360000		£317	£19,300	£20,700	£40,000	£40,000	£0		
Culvert maintenance		Various locations				£50,000		Maintenance and repairs	Design and brief to be developed	
Drainage repairs		Various locations				£50,000		Ongoing various maintenance and defect repairs	Design and brief to be developed	
Drainage	R26340000		£4,304	£135,000	(£35,000)	£100,000	£100,000	£0		
Reactive Works			£0	£0	£338,800	£338,800	£338,800	£0	TBC	Work on going to identify all works that will be included in the revised 2021/22 programme.
Total			£186,375	£1,057,100	£683,400	£1,740,500	£1,740,500	£0		
Contact Officer - Roads Support Manager - Extension 2326										



Winter Service Policy 2021 – 2026

Interim Executive Director.

Environmental, Property and IT Services.

[...] 2021. (date of approval).

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Document Control & Council Approval

Version Number/Date.	Approved by Council.
v1/September 2021.	Development and Infrastructure. ... (date of approval).
Next Update Due.	September 2026.

Introduction

Winter Service Policy Statement 2021 - 2026

1. Orkney Islands Council aims to provide a winter service which allows the safe movement of vehicles and pedestrians on roads, and keeps to a minimum, delays caused by adverse winter weather.
2. The Council as Roads Authority will set the standards and level of service, make adequate budgetary provision to achieve the standards and approve a carriageway and footway hierarchy.
3. The operational management of the service will be provided by the Interim Executive Director of Environmental, Property and IT Services. The service will be delivered using in-house resources and other contractors as appropriate.
4. The service will be provided in accordance with the aims and objectives of the Council Plan 2018-2023, The Roads Management and Maintenance Plan 2018 – 2023, the Development and Infrastructure Service Plans and this Winter Service Policy Statement.
5. The Interim Executive Director of Environmental, Property and IT Services will prepare a Winter Service Plan defining a Carriageway and Footway hierarchy for winter treatment, which will be reviewed annually by the Council.
6. The standard of performance achieved, and all the fixed and variable costs incurred will be monitored annually and reported to the Interim Executive Director of Environmental, Property and IT Services.
7. The Interim Executive Director of Environmental, Property and IT Services will report to the Council annually on the standard of service achieved, the costs involved and where changes or improvements to the level of services should be considered.
8. The Interim Executive Director of Environmental, Property and IT Services may in certain circumstances due to severe weather conditions or other conditions amend or suspend part of the Winter Service Plan to achieve the best service that the prevailing conditions will allow.
9. The Interim Executive Director of Environmental, Property and IT Services may carry out trials whenever necessary on proposals to improve the service prior to the review.

A - Statement of Policies

1. The Service will be provided in accordance with this document and the current Winter Service Plan.
2. The Roads Support Manager shall amend the Winter Service Plan on an annual basis and shall submit a final copy before 1st October each year to The Roads and Environmental Services Operations Manager for implementation.
3. This document reflects the recommendations in Well-Managed Highway Infrastructure: A Code of Practice 2016 to adopt a risk-based approach to winter service operations utilising recommendations within the National Winter Service Research Group (NWSRG) Practical Guide for Winter Service.
4. The Roads and Environmental Services Operations Manager is authorised to make such operational decisions as are necessary to perform the service as specified and as are allowed for in Appendix 1 and 2 of this document. If circumstances arise which require further instruction such matters should be referred to the Roads and Environmental Services Manager or such other person appointed by the Interim Executive Director of Environmental, Property and IT Services for this purpose.

B - Specification

1. General

This specification relates to the delivery of the winter service. Roads and Environmental Services will be required to follow the procedures and policies referred to as set out in this document.

The functions conferred by this document shall be exercised by the Interim Executive Director of Environmental, Property and IT Services, or duly appointed representative.

The Roads and Environmental Services Operations Manager shall provide and maintain sufficient personnel, vehicles, plant, machinery, and equipment as are necessary for the proper and safe delivery of the service outlined in this document and the Winter Service Plan.

If insufficient resources are available from within the Roads and Environmental Services Section to ensure the delivery of the service, the Roads and Environmental Services Operations Manager shall notify this to the Interim Head of Roads, Fleet and Waste Services who will identify resources available from within other sections of the Service, other Services of the Council or from external contractors.

The Service as specified will be delivered during the winter period 1st November to 31st March the following year. The Roads and Environmental Services Operations Manager may decide to extend this cover out with this period as necessary.

All charges incurred through the delivery of this Winter Service Policy will be covered by the relevant revenue budget code.

All materials laid down in accordance with the Specification remain the property of Roads Services.

2. Safety

Drivers should be instructed to take all possible precautions to protect their own safety and that of other road users.

High visibility clothing to BS EN 471 Class 3 must be worn by all personnel carrying out treatment to carriageway or footway.

All vehicles being actively used in winter service operations shall have warning beacons on at all times.

Drivers must abide by regulation 110 of the Road Vehicles (Construction and Use) Regulations, which prohibits a person from driving a motor vehicle from using a hand-held mobile telephone or a hand-held device.

3. Route Planning for Carriageways and Footways

Route plans showing extent of cover for treatment are provided annually in the Winter Service Plan.

Carriageway routine treatment – Treatment to commence not earlier than 06:00 and no new routes to be started after 18:00.

Footway routine treatment – Prioritised treatment will be provided Monday to Saturday 06:00 to 16:00. A reduced service, subject to available resources, will be provided on all days observed by the workforce as local holidays.

Emergencies – 24-hour cover will be provided for emergencies notified via the Police only.

4. Route Hierarchy

It is recognised by the NWSRG that no Council has sufficient resources to treat all its road network. It is therefore necessary to establish, based on the risk-based approach, a Carriageway and Footway hierarchy which provides a resilient network to the best of the Councils ability given current resource levels.

The following indicators are used to establish the route priority of each section of carriageway, footway and cycleway across Orkney and will be reviewed annually. Consultation with the community will also take place annually and feed into this decision-making process.

Carriageway Hierarchy

This hierarchy excludes roads on Islands not connected by Ro-Ro Ferry services, and Egilsay and Wyre. All roads on those Islands will be Priority 3 and treated when resources allow. Increased Salt bin allocation will be considered on these Islands.

Salting and Snow Clearance Carriageways

Priority 1

- Primary Routes.
- Important Principal Roads.
- Roads Leading to important industrial establishments.
- Roads leading to the Hospital.
- Roads leading to Police and Fire Stations.
- Roads leading to Schools.
- Roads leading to Transport terminals.
- Selected Bus Routes.
- Important journey-to-work routes.

- Known trouble spots.

Priority 2

- Other known trouble spots (not on Priority 1).
- Remaining principal roads.
- Town Centres.
- School Bus Routes (Priority 2S) treated on school days.
- Roads leading to Health Centres.

Priority 3 (Snow Clearance only. Not normally treated unless snow is present for more than 48 hours).

- Minor side Roads.
- Residential Roads
- No Salting or Gritting to be undertaken.

Footway and Cycleway Hierarchy

Footway treatment will apply to Kirkwall and Stromness only.

Salting and Snow Clearance Footway, Footpath and Cycleway

Priority 1

- Primary Routes
- Footways leading to the Town Centre
- Footways leading to the Hospital and other Health Centres.
- Footways leading to Police and Fire Stations
- Footways leading to Schools
- Footways leading to Transport terminals.
- Important journey-to-work routes.

Priority 2

- Busy footways leading to Priority 1's from well populated areas.
- Other routes leading to Schools

Priority 3

- Other busy footways not included in Priority 1 or 2.

5. Car Parks

Public Car Parks including Education and Care establishments will be treated as per the Winter Service Plan.

When notified, car parks adjacent to cemeteries will be treated prior to any funeral. The adjoining public carriageway will also be treated if not already done so on that day.

6. Standards

The Roads and Environmental Services Operations Manager must ensure that sufficient resources are or can be made available in the light of the decisions made in accordance with Appendix 1 and 2 considering response times, treatment times, vehicle characteristics, treatment length and rate of spread.

The target response time is one hour. This is the mobilisation period for commencing winter service operations following receipt of a weather warning.

Salting and Gritting - Carriageways

Priority 1 Routes – on receipt of frost, ice, or snow warning but subject to judgement and local experience. Once treatment has commenced the target completion time for Carriageway Priority 1's is 2 hours.

Priority 2 Routes – only when adverse conditions become apparent and when all Priority 1 routes have been completed. Priority 2's will not generally be pre-treated in the afternoon unless conditions become severe.

Priority 3 Routes – No salting or gritting to be undertaken.

Snow Clearance – Carriageways

Generally, should be started as soon as practicable and the need for it becomes apparent beginning with Priority 1 routes and then Priority 2 as equipment is available.

Under adverse weather conditions and when snow is drifting resources must be withdrawn from lower priority routes to preserve the integrity of the higher priority.

Priority 1 Routes – Should not remain impassable to heavy vehicles for more than 6 hours in rural areas or 4 hours in urban areas except under exceptional weather condition and when snow is drifting.

Priority 2 Routes – Should not remain impassable to heavy vehicles for more than 6 hours in urban areas or 24 hours in rural areas except under exceptional weather conditions and when snow is drifting.

Priority 3 Routes – To be made passable to heavy vehicles within 48 hours wherever possible after dealing with the higher priority routes and only when conditions are severe and likely to persist for several days. The priority of works should be areas with steep hills or where there is a higher number of vehicle movements.

Salting and Gritting – Footways, Footpaths and Cycleways

Priority 1 Routes – on receipt of frost, ice, or snow warning but subject to judgement and local experience.

Priority 2 Routes – only when adverse conditions become apparent and when Priority 1 routes have been completed. Priority 2's will not generally be pre-treated in the afternoon unless conditions become severe.

Priority 3 Routes – only when adverse conditions persist for more than 3 days and when Priority 1 and 2 routes have been completed. Priority 3's will not be pre-treated in the afternoon.

Snow Clearing – Footways, Footpaths and Cycleways

Generally, should be started as soon as practicable and the need for it becomes apparent beginning with Priority 1 routes and then Priority 2 as equipment is available.

Gaps will be formed in piled snow at roadsides at bus-stops and at crossing points.

7. Salt Bins

Salt bins will be deposited and maintained in locations such as known trouble spots, steep hills, dangerous bends, and densely populated areas not on priority routes, as set out in the Winter Service Plan. Additional bins may be instructed throughout the winter as deemed necessary.

The Council will provide salt bins, for self-help by members of the public only where the following criteria are met: -

1. In general, where the location is not on a Priority 1 or 2 route.
2. The bin shall not obstruct pedestrians.
3. The location shall not obstruct junction sight lines.
4. In general, where the location is not within 200 metres of another salt bin location.
5. The location is within the boundary of the public road
6. The Council will not provide bins in private roads or car parks or any other public or private property unless a service level agreement is in place.

Bins will only be located where they can be filled from a lorry and shall be replenished on a regular basis during the winter period, as resources permit.

The location of each bin will be recorded in an electronic database, with a unique identity code for each item.

Formal requests should be submitted to the Council's Roads Services for consideration. Where the criteria for a bin are met the provision will be dependent on available resources.

8. Islands Services

The level of service for all main Ro-Ro connected islands will be the same as the Orkney Mainland where resources allow. This excludes islands where resources are not currently present.

Additional salt bins may be provided in consultation with the local Community Council during the annual Winter Service Plan review.

The local Community Council should liaise with the Roads and Environmental Services Operations Manager as quickly as possible where procedures are not being followed.

9. Personnel

The Roads and Environmental Services Operations Manager must ensure that, as minimum, the following personnel are always on standby during the winter period:

- Duty Technician
- Duty Officer
- Duty Supervisor
- One crew located on the Mainland and Linking South Isles
- One Operative on each of the following islands: Hoy, Flotta, Rousay, Shapinsay, Stronsay, Eday, Westray and Sanday.

The Roads and Environmental Services Operations Manager will, in addition to the personnel noted above, ensure that an additional three crews are on standby on the mainland and linked isles for all local and public holidays, in particular 25th/26th December and 1st/2nd January.

During these periods and in all circumstances other than an emergency the delivery of the service will be limited to between 06:00hrs and 18:00hrs.

The Roads and Environmental Services Operations Manager will provide staff rotas, manpower plan, sources of manpower and methods of contact.

The Roads and Environmental Services Operations Manager will maintain an operations room for the use of operational staff. A copy of this Policy and the Winter Service Plan should be kept in the operations room.

In general vehicles will be single manned however if for reasons of safety or other operational reasons during periods of severe conditions it is necessary, double manning will be permitted.

The Roads Support Manager will amend the Winter Service Plan, incorporating any agreed changes following consultation, and present to the Roads and Environmental Services Manager by 1st October annually.

10. Training

The Roads and Environmental Services Operations Manager will ensure that all personnel engaged on winter service activities will be properly trained and are familiar with safe working practices.

The Roads and Environmental Services Operations Manager shall be responsible for training all winter service personnel and shall ensure that all employees are made aware, to whatever degree necessary for them to perform their functions, of the conditions, specification and operational statements relating to this document and the Winter Service Plan.

It is recommended that training be provided on the following issues. This is not an exhaustive list and will largely be based on local circumstances:

- The Content and operation of both this Policy, and the Winter Service Plan.
- Route familiarisation.
- Driving in difficult and hazardous road conditions including duty of care to other road users.
- Circumstances where special safety considerations apply.
- Snow ploughing.
- Avoidance of spraying pedestrians, cyclists, where practicable with salt or slush when salting or ploughing.
- Avoidance of risks to pedestrians and cyclists when using vehicles in segregated or partially segregated areas and in treating footways.
- Ploughing and manoeuvring in restricted circumstances.
- Dealing with emergencies; and
- Dealing with post ice and snow emergencies especially flooding.

In addition to such specific training, it will be necessary to ensure that all personnel are provided with information during operational periods on current network characteristics and constraints, including:

- Traffic management in place; and

- Network unavailability.

A system of formal training records shall be maintained by the Roads and Environmental Services Operations Manager.

11. Plant, Vehicles and Equipment

Roads and Environmental Services will maintain a fleet inventory highlighting Location, Capacity and characteristics of plant, vehicles, and equipment to be used in the delivery of the service.

12. Operational communication systems

The Roads and Environmental Services Operations Manager will provide and maintain operational communications systems as detailed in Table 1 below:

Table 1

Communications System	Method of Contact	Allocation
2 Way Radio	Radio Call Sign	All operational vehicles
Telephone Answering machine	Public Telephone System	Operations Room
Mobile Telephones	24-hour Contact/Message Relay Service	Duty Technician Duty Officer Duty Supervisor

A list of all radio call signs, radio paging numbers and telephone numbers shall be finalised no later than 1st October annually and distributed to all relevant personnel.

13. Weather Forecasts

Roads and Environmental Services will supply and maintain an approved ice prediction system covering the mainland and linked isles including thermal mapping and/or Route Based Forecasting to be used in conjunction with a weather forecasting service.

The forecasting service and a minimum 2-5-day prediction facility is to be directly transmitted into the ice prediction computer system.

The principal forecasts should be available no later than 1400 hours each day with updates based on local sensor data transmitted no later than 0500 hours the following morning.

The Roads and Environmental Services Operations Team shall provide, no later than 1600 hours each day, a copy of the 24-hour forecast incorporating planned action, the 2-5-day prediction and the 24-hour temperature prediction graph. In addition, no later than 1600 hours the following day a copy of the graph comparing the temperature prediction to actual temperatures will be provided.

14. Decision Making

The success or otherwise of winter service operations depends greatly on the judgement, enhanced by experience and local knowledge, of those who must make the decisions, however, it is essential that such judgements are also based on recognised and accepted good practice.

Decision making processes will follow the guidance documents provided by the National Winter Service Research Group.

The procedure for decision making is outlined in Appendices 1 and 2.

All decision-making procedures must be recorded and documented in an operational diary stored either electronically or in physical form.

15. Material standards and storage

Salt shall be supplied to Roads and Environmental Services by the Quarry Manager at Cursiter Quarry. All Salt must be stored and delivered as per the Salt Specification in Appendix 3. Any deviation from this specification must be notified to the Roads and Environmental Services Operations Manager as soon as reasonably practicable.

16. Treatment

Dry Salting treatment will be used on all occasions. Should other treatment options be introduced through the life of this document, it must be ensured that the guidance provided in the National Winter Service Research Group guidance documents is followed.

Carriageway treatment will be undertaken as shown in Appendix 1.

Footway and Cycleway treatment will be undertaken as shown in Appendix 2. It is noted by the NWSRG that there is considerably less research available regarding footway treatments when compared with carriageway treatments. Although recommended spread rates are issued by the NWSRG these are far less precise when compared with the carriageway treatments.

Road Surface Temperature has therefore been used as a guide as to when to treat footways and cycleways. If further research becomes available through the lifetime of this document, Appendix 2 will be updated where appropriate.

The spread rates indicated in Appendices 1 and 2 must only be used when Salt moisture content is within the optimum range shown in Appendix 3, and when spreader performance is good and calibrated correctly.

Where moisture content falls out with the optimum range the effectiveness of the salt will be greatly reduced therefore consideration must be made for increasing the spread rate by 20%.

Following decisions taken according to the procedures outlined in Appendix 1 and 2, undertake the treatment in the locations depicted on the weather forecasts. The treatment should be undertaken lane by lane except on roads where low traffic and narrow width permit full width spreading.

The average speed for gritters should be 20mph and never exceed 25mph whilst operating.

During prolonged falls of snow, it is preferred to plough continuously from the onset to prevent build up and compaction by traffic. At all times once passage is achieved on Priority 1 routes, it must be maintained wherever possible and in preference to treatment of other routes when necessary.

17. Media Communications

A standard messaging service will be provided to the Councils Communications team and disseminated as required.

18. Performance Monitoring

The Roads Support Manager will monitor generally, winter maintenance performance and expenditure, against the agreed specification and budget, and will notify the Roads and Environmental Services Manager of any variations.

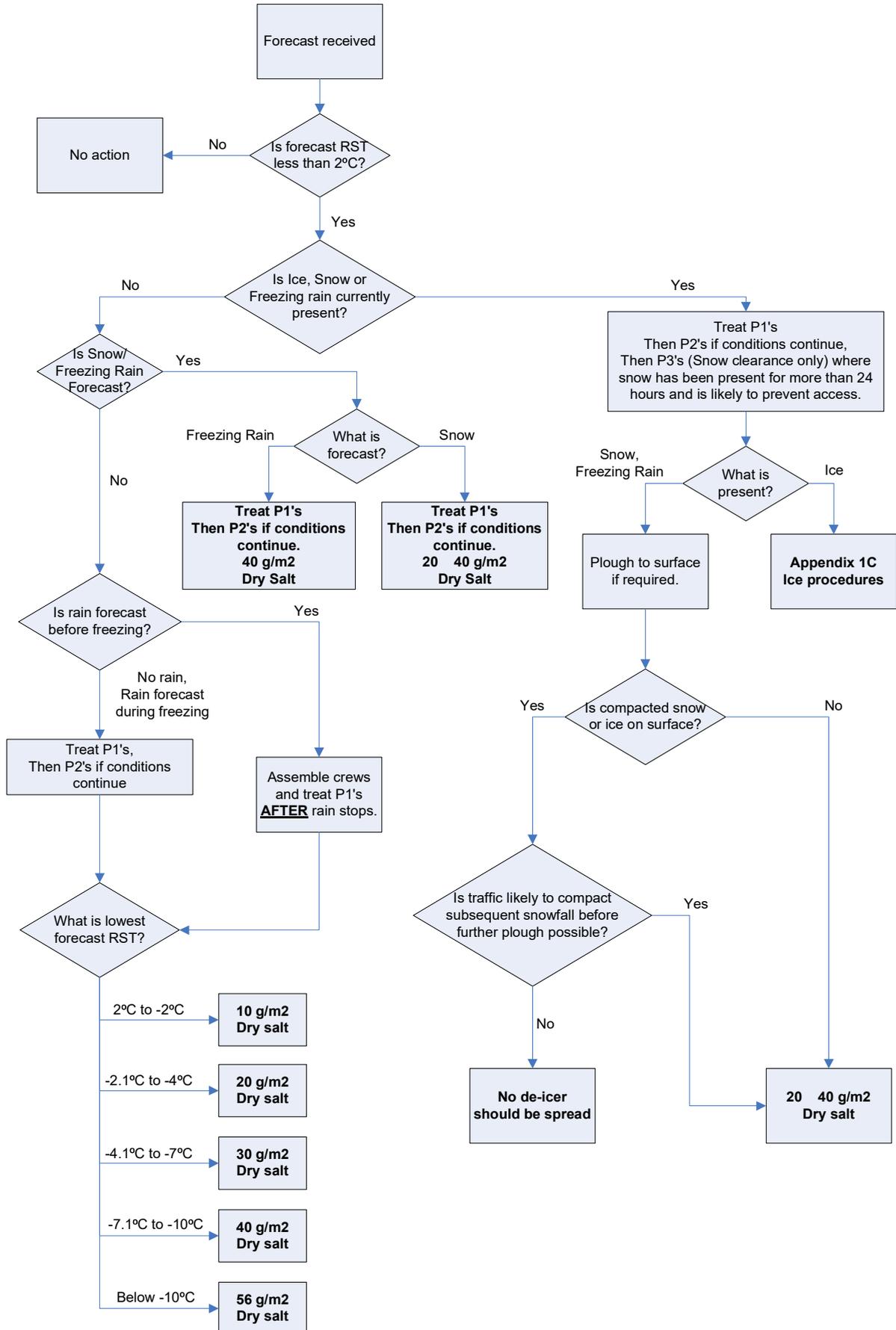
The Roads and Environmental Services Manager shall forward a report annually to the Interim Head of Roads, Fleet and Waste Services detailing the performance of the service against the agreed specification and budget. This will include details of the accuracy of the forecasting and ice prediction systems and performance of OIC Quarries in relation to the supply of salt and grit in accordance with Appendix 3.

All activities carried out in accordance with this document will be summarised and recorded.

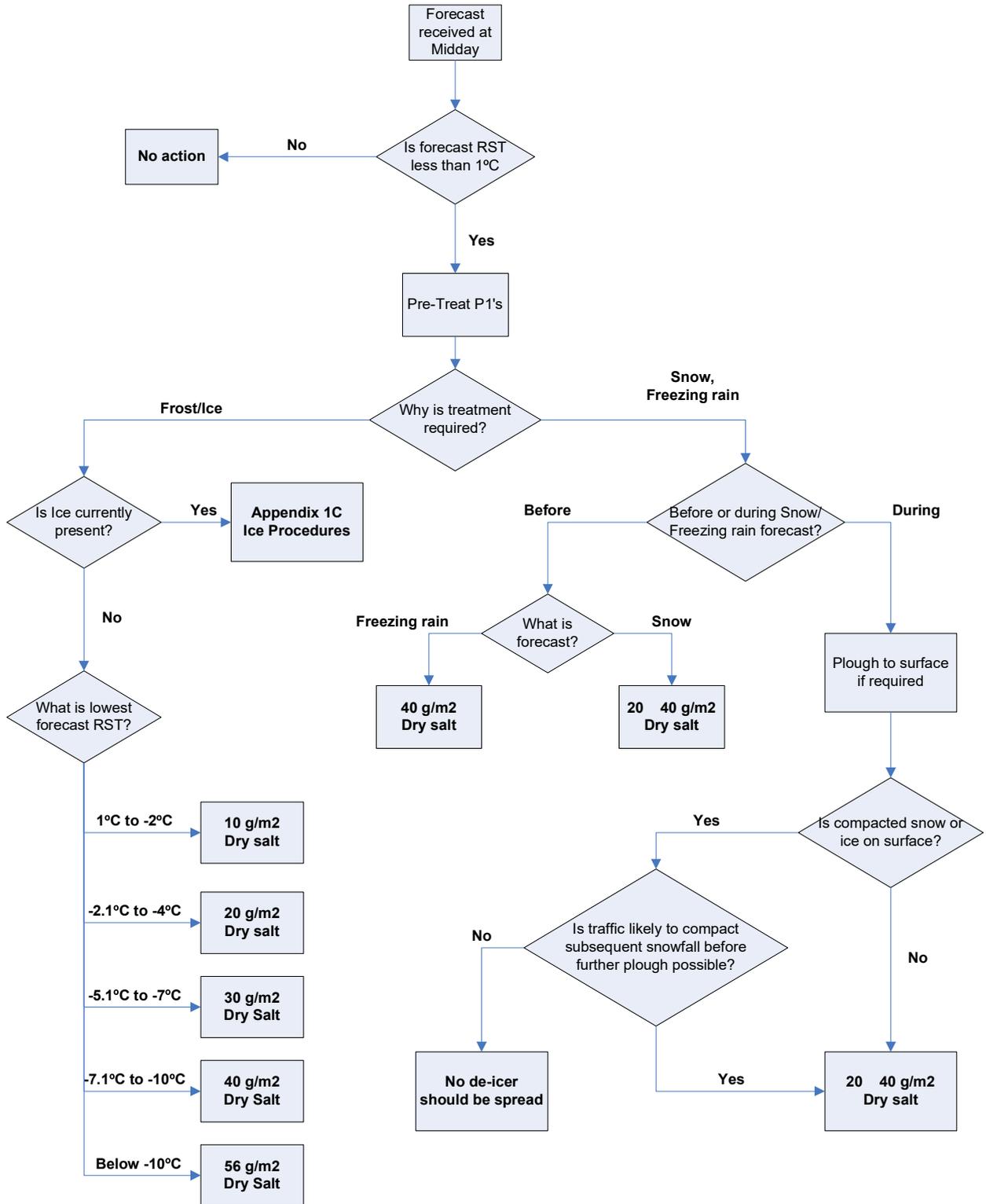
C - Appendices

- Appendix 1 – Carriageway Treatment Decision Making
- Appendix 2 – Footway Treatment Decision Making
- Appendix 3 - Salt Specification

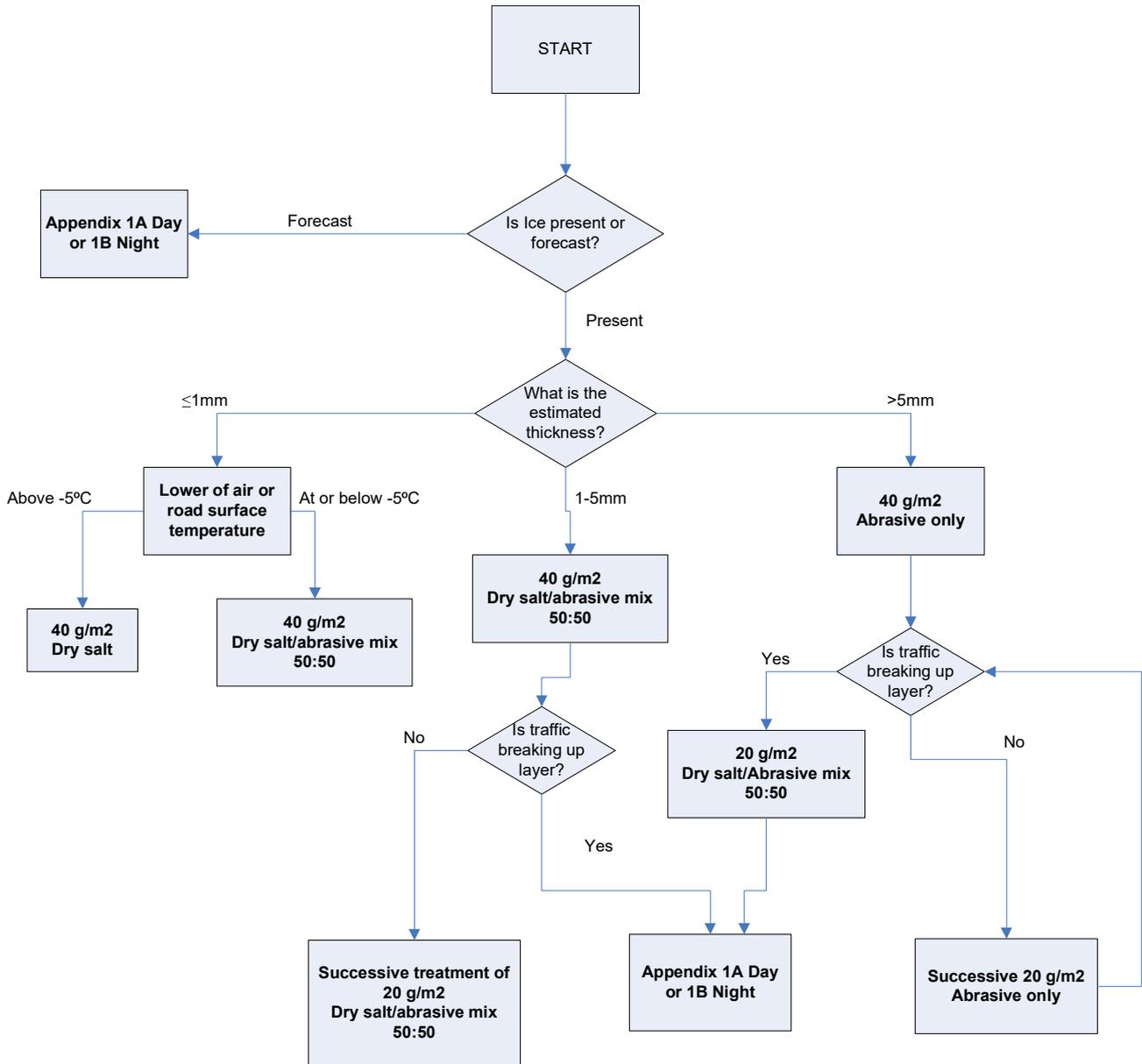
CARRIAGEWAY FORECAST PERIOD DAY (06:00 18:00)



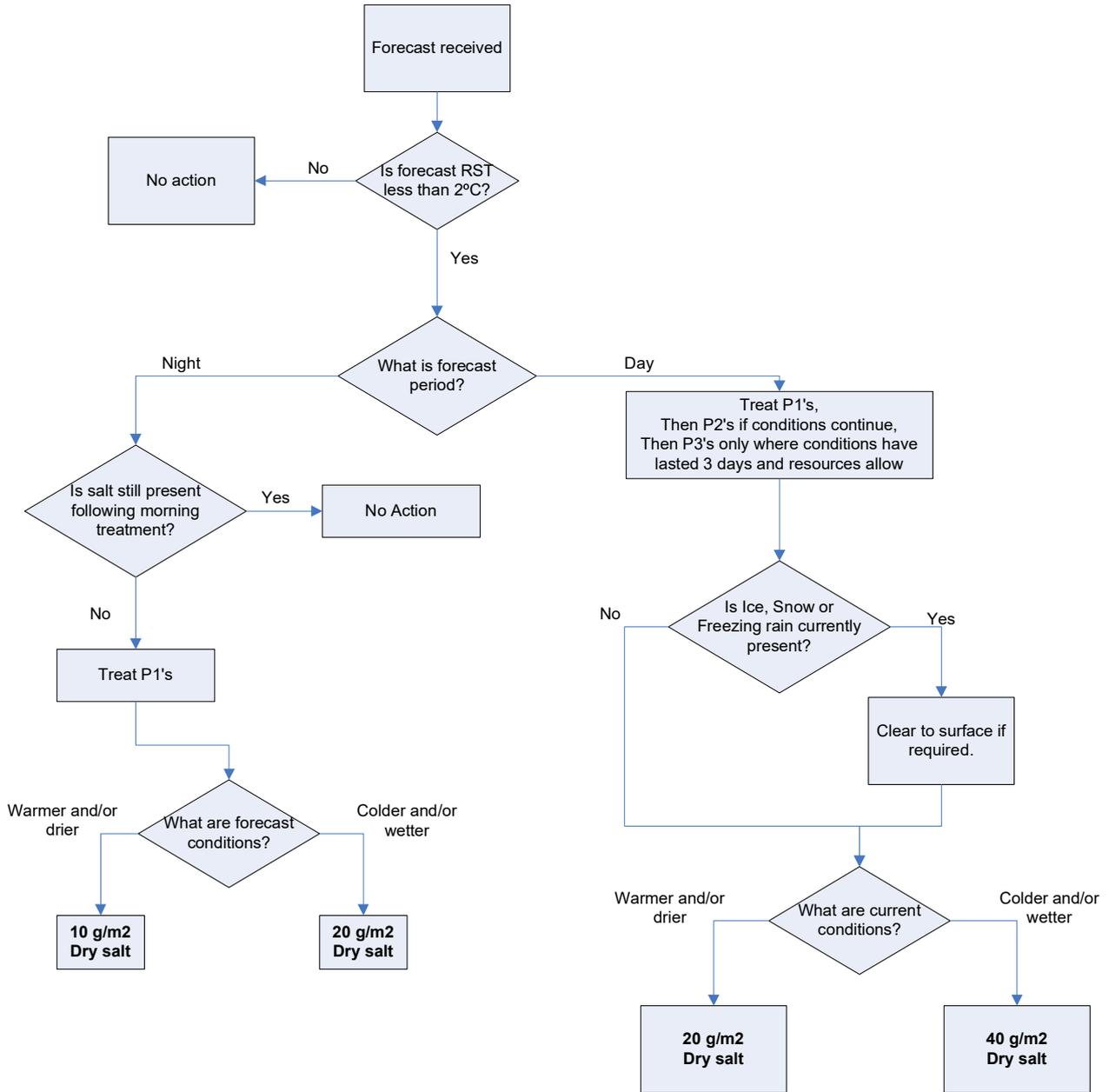
CARRIAGEWAY FORECAST PERIOD NIGHT (18:00 06:00)



CARRIAGEWAY ICE PROCEDURES



FOOTWAY TREATMENT



Salt Specification

1. Supply of salt

Salt shall be fully compliant with BS 3247:2011 Specification for salt for spreading on highways for winter maintenance . Alternatives may be considered, upon approval.

Grade

Grading of the salt should be as per Table 1, below.

BS 410 test sieve	Percentage (m/m) passing test sieve
6.3 mm	100
2.36 mm	30 to 80
300 µm	0 to 20

Table 1 Grading of salt. (BS 3247:2011)

Moisture content

The moisture content of all supplied salt shall be in accordance with BS3247:2011, and when sampled and tested on delivery shall not fall outside the optimum range identified in table 2. These moisture content values shall be consistent and representative of each delivered load. Alternative moisture contents may be considered, upon receipt of written request for approval.

Salt Type	Technology	Optimum Range
UK Rock Salt. Maximum fines content (<0.3mm particle size) is less than or equal to 7.5%	Dry Salting	1.5 to 4%
UK Rock Salt. Maximum fines content is above 7.5%	Dry Salting	2 to 4%

Should moisture content rise above 4%, the effectiveness of the salt is greatly reduced, therefore consideration must be made for increasing spread rates to compensate.

Chemical composition

The chemical composition of all salt supplied shall be in accordance with BS3247:2011 and as such, the following analysis upon delivery shall be as follows:

- Soluble chloride compounds (including sodium chloride (NaCl), magnesium chloride (MgCl₂), calcium chloride (CaCl₂) etc. expressed as sodium chloride): not less than 90%.
- Soluble sulphate compounds [expressed as calcium sulphate (CaSO₄): not more than 2.5%
- Material insoluble in water (at 20 ± 2°C): not more than 7.5%
- In addition to the above requirements, no substances should be present in such an amount as to be a hazard to human beings, animals (including fish) or plant life under normal conditions of use of the salt.

Alternative chemical compositions may be considered, upon approval.

Anti-caking additive

The minimum amount of anti-caking additive shall be used in order to prevent degradation of the quality of the salt and also ensure that after 18 months of covered/sheeted storage, all salt within a stock pile of at least 1 metre in height and the correct angle of repose shall remain loose and useable.

Full sampling and testing of the salt shall take place upon delivery as per the requirements of BS EN 932-1:1996 and BS 3247:2011. As such, the following test suite shall be completed, and results passed on to the Employer or its representative:

- Particle size analysis
- Moisture content analysis
- Concentration of anti-caking additive
- Chloride content

Samples taken for testing should be as representative as is practicable, (in accordance with BS EN 932-1:1996), and three test suites per shipment should be undertaken. This sampling and testing shall be undertaken at the Quarry Manager's cost.

2. Salt storage

Storage shall be provided for the purposes of stockpiling salt for a duration to be agreed between the Quarry Manager and the Roads and Environmental Services Manager or a duly appointed representative.

Consideration shall be given to the following:

1. Access. The Storage Site shall be readily accessible by public highway. The storage site shall be accessible by any sized articulated lorry permitted to be used on public highway (without special order), with sufficient turning space provided. Consideration shall be given to the possibility of queuing vehicles.
2. The storage site shall be accessible on all days (with access provision on public holidays to be discussed between the Quarry Manager and the Roads and Environmental Services Manager or a duly appointed representative) between the hours of 05:30am and 18:30pm.
3. The storage site shall have a hard standing on all areas to be used for the stockpiling of salt. The hard standing shall be in good condition and shall not allow leachate from the salt stockpile to permeate the ground beneath.
4. Where the storage site is not directly on the coast, it shall have sufficient bunding to prevent leachate and run-off from the salt stockpile from polluting the surrounding environment.
5. The storage site should have interceptors to contain the leachate and run-off from the stockpile and other pollutants. Where interceptors are not present, a consent to discharge chlorides to the foul sewer network shall be provided to the Roads and Environmental Services Manager or a duly appointed representative.
6. The storage site shall have a secure boundary wall or fence to prevent any unauthorised access and any security issues arising from the use of the site for salt stockpiling.
7. The storage site should have provision for weighbridge facilities. The ticketing output from such facilities shall allow for the collection of information relating to:
 - Origin
 - Destination
 - Load (mass)
 - Customer
 - Haulier
 - Time and date

The Quarry Manager shall provide resources to staff such weighing facilities.

The weight of all salt material extracted/removed from the storage site is to be obtained by the Quarry Manager.

The Quarry Manager shall make available within 24 hours of receiving a request, provision for the reloading of vehicles making dispatches from the storage site. This shall include making available loading shovels and associated resources to be able to dispatch salt. Similarly, such provision shall be made available within 24 hours of receiving a request, for the stockpiling and profiling of salt delivered to storage site.

8. It is preferable for the salt to be stored within a building such as a salt barn or other suitable structure in order to protect the salt from the effects of the weather
9. All sites shall have requisite environmental and planning consents for the bulk storage of salt. These shall be sought by the Quarry Manager at their cost.

3. Sheeting

Where enclosed roofed storage is not available, waterproof sheeting shall be provided and installed to protect the salt from the elements and the effects of leaching, run-off, and wind. Sheeting shall be of sufficient quality to protect the salt stockpile for two years but shall be maintained during that period.

The Quarry Manager shall ensure that sheeting shall be weighted down sufficiently so as to prevent the sheeting from coming free or blowing off. Any damage to sheeting caused by weather shall be repaired or replaced as soon as is practicable at the Quarry Manager's cost.

The working face of each stockpile shall also be re-sheeted following stock removal or addition. The sheeting that is cut away at the time of excavation as well as off cuts from the installation process shall be disposed of efficiently and in a way, which minimises environmental impact.

Any material used for sheeting shall be designed specifically for the purposes of protecting bulk materials from wet conditions.

4. Transportation of salt

Once the salt has been stored, the Quarry Manager shall deliver salt as and when instructed in the OIC Winter Service Policy requirements from each of the locations to destinations specified by the Roads and Environmental Services Manager or a duly appointed representative. Vehicles transporting the material shall be fit for purpose to prevent loss of salt material or contamination to the salt material. Proof of delivery receipts shall be collated by the Quarry Manager from hauliers and provided to the Roads and Environmental Services Manager or a duly appointed representative by email within one week of dispatch.

5. Additional testing of supplied salt

The following test suite shall be available to the Roads and Environmental Services Manager or a duly appointed representative for the testing of any salt stockpile. Analysis shall be undertaken in accordance with BS3247:2011. Once analysis has been completed, results in the form of test certificates shall be passed on to the Roads and Environmental Services Manager or a duly appointed representative.

- Particle size analysis
- Moisture content analysis
- Concentration of anti-caking additive
- Chloride content

The Quarry Manager shall be responsible for the representative sampling of the stockpile to be sampled and will sample in accordance with BS EN 932-1:1996, as well as for the arrangement of courier services to transport test samples to the testing facility.

Additional analysis will be carried out monthly, during the winter season, from October to April.

6. Management of Storage Sites and provision of a logistics service

The Quarry Manager shall provide on-site resources (at the storage site) to monitor dispatches and deliveries and supervise the condition and security of the stockpile. On-site resources (the site supervisor) shall be provided during the operational hours at each storage site. Operational hours shall be defined as days of expected delivery and dispatch. In addition, the site supervisor shall undertake inspections of a frequency to ensure maintained security, quality of the salt and sheeting (site specific), and health and safety requirements of the storage site, the salt stockpile and the condition of the sheeting. Such inspections shall not be any less frequent than weekly and shall be carried out at all times throughout the year, irrespective of whether operational hours are affected.

The Quarry Manager shall, at the request of the Roads and Environmental Services Manager, provide the following logistic service:

- Arranging distribution and advising distributors/receiving authorities of what loads are to be delivered and when
- Ensuring distributors book vehicles in and providing them with unique loading reference
- Monitoring vehicles arriving at stockpile for loading
- Managing daily collection of weighbridge tickets at stockpile
- Collecting and collating all Proof of Deliveries (PODs).

Reports on deliveries and dispatches taking place from the storage site shall be prepared on request for the Roads and Environmental Services Manager or a duly appointed representative. Such reports shall include elements relating to site security, sheeting condition, health and safety, environmental concerns and any other matters deemed relevant.

Salt will be supplied to Roads and Environmental Services by the Quarry Manager at Curister Quarry. In addition, the Quarry Manager will maintain a standby rota during the winter period.



Winter Service Plan 2021 – 2022

Interim Executive Director.

Environmental, Property and IT Services.

(...) 2021.

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Document Control & Council Approval

Version Number/Date.	Approved by Council.
v1/September 2021.	Development and Infrastructure. ... (date of approval).
Next Update Due.	September 2022.

Introduction

Notes

1. Following the annual review of the Council's Winter Service Plan for the winter of 2020-2021 this document has been revised.
2. Any changes to route priority are detailed in Table A and any additional salt bins are detailed in Appendix 5.

Table A: Summary of Map Changes Following Consultation

Roads

Area.	Location.	Existing Priority.	New Priority.	Note.
Birsay.	Hundland Road.	P2S	P2.	Amended following review.
Birsay.	Wattle Road.	P2S.	P2.	
Birsay.	Loons Road.	P2S.	P2.	
Birsay.	Durkadale Road.	P2S.	P2.	
Birsay.	Hillside Road (A986 to Durkadale Road).	P2S.	P2.	
Burray	Westshore Road.	P3.	P1.	
Burray.	Village Road (From Pier Road to end of road).	P1.	P3.	
Eday.	B9063 (From Essonquoy Road eastwards to end of road).	P2.	P3.	
Eday.	Southside Road.	P2.	P3.	

Eday.	Ruah Road.	P2.	P3.	
Eday.	Noneyha Road.	P2.	P3.	
Eday.	Kirk Road.	P2.	P3.	
Eday.	Essonquoy Road.	P2.	P3.	
Eday.	Carrick Road.	P2.	P3.	
Eday.	Guith Road (Eday Surgery to Cusbay Road).	P2.	P3.	
Eday.	Mill Bay Road.	P2.	P3.	
Eday.	Hammarhill.	P2.	P3.	
Eday.	Westside Road.	P2S.	P2.	
Firth	Wald Road.	P2.	P3.	
Firth	Burness Road (Wald Road to end of road)	P2.	P3.	
Firth	Heddle Road	P2.	P1.	
Firth	Grandon Road	P2.	P3.	
Firth.	Lyde Road (Redland Road to A966).	P2S.	P2.	
Flotta.	B9046 (From Bow Road eastwards to end of road.	P2.	P3.	
Graemsay.	Breckan Road	P3.	P2.	
Graemsay.	Kirk Road	P3.	P2.	
Graemsay.	Pier Road	P3.	P2.	
Graemsay.	Sandside Road	P3.	P2.	
Gramesay.	School Road	P3.	P2.	
Graemsay.	West Hill Road	P3.	P2.	
Harray	Lyde Road (Netherhouse to A986).	P2S.	P2.	
Harray.	Stoneyhill Road.	P2S.	P2.	
Harray.	Russland Road.	P2S.	P2.	
Harray.	Netherbrough Road.	P2S.	P2.	
Harray	Hillside Road (From A986 to Durkdale Road).	P2S.	P2.	

Holm	Cornquoy Road (B9052 to The Tieve Road).	P2S.	P2.	
Holm	Greenwall Road.	P2S.	P2.	
Holm	Graemeshall Road (Biggings Road to Moss Road)	P2.	P3.	
Holm	Moss Road.	P2S.	P2.	
Hoy.	Braebuster Road (From Sandy Loch to end of Road).	P2.	P3.	
Hoy.	French Road.	P2	P3.	
Hoy.	Rinnigill Road.	P2.	P3.	
Hoy.	Crockness Road.	P2.	P3.	
Hoy.	North Ness Road.	P2.	P3.	
Hoy.	Haven Road.	P2.	P3.	
Hoy.	Brims Road.	P2.	P3.	
Hoy.	Garson Road.	P2.	P3.	
Hoy.	Quoyness Road.	P2.	P3.	
Hoy.	Shop Road.	P2.	P3.	
Hoy.	Baldrey's Road (From Council Depot to B9047).	P2.	P3.	
Hoy.	B9047 (Moaness Road to end of road).	P2.	P3.	
Hoy.	St Colms North.	P2.	P3.	
Hoy.	St Colms South.	P2.	P3.	
Kirkwall	Holm Road	P2S.	P1.	
Kirkwall	Glaitness Road	P2S.	P2.	
Kirkwall.	The Quadrant.	P2.	P3.	
Kirkwall.	Carters Park Road (short link road to Willowburn Road).	P2.	P3.	
Kirkwall.	Pickaquoy Loan (Pickaquoy Road to Eunson Kloss).	P3.	P2.	
Rendall.	Gorseness Road (A966 to Puldrite Road).	P2S.	P2.	

Rendall.	Gorseness Road.	P2S.	P2.	
North Ronaldsay.	Antabreck Road.	P2.	P3.	
North Ronaldsay.	Wesntess Road.	P2.	P3.	
North Ronaldsay.	Garso Road.	P2.	P3.	
North Ronaldsay.	Hooking Road.	P2.	P3.	
North Ronaldsay	Vincoin Road.	P2.	P3.	
North Ronaldsay.	North Gravity Road.	P2.	P3.	
North Ronaldsay.	South Gravity Road.	P2.	P3.	
North Ronaldsay.	Greenspot Road.	P2.	P3.	
North Ronaldsay.	Barrenha Road.	P2.	P3.	
North Ronaldsay.	Hooking Road.	P2.	P3.	
North Ronaldsay.	Brides Ness Road (Howar Road to end of road).	P2.	P3.	
North Ronaldsay.	Howar Road (Brides Ness Road to end of road).	P2.	P3.	
Orphir.	Linnadale Road	P2.	P3.	
Orphir.	Scorradale Road.	P2S.	P2.	
Orphir.	Germiston Road (Fea Road to A964).	P2S.	P2.	
Orphir.	Smoogro Road.	P2.	P3.	
Papa Westray.	Central Road.	P2S.	P2.	
Papa Westray.	Pier Road.	P2S.	P2.	
Papa Westray.	School Road.	P2S.	P2.	
Rousay	Scockness Road	P2.	P3.	
Rousay.	Nethermill Road	P2.	P3.	
Rousay.	Hurtiso Road	P2.	P3.	

Rousay.	Hullion Road	P2.	P3.	
Rousay.	Wasbister Road	P2.	P3.	
Rousay.	Johnston's Road	P2.	P3.	
Rousay.	Sourin Road.	P2.	P3.	
Sanday.	Backaskaill Road.	P2.	P3.	
Sanday	Bressigarth Road.	P2.	P3.	
Sanday.	Marston Road.	P2.	P3.	
Sanday.	Measer Road.	P2.	P3.	
Sanday	Heggliber.	P2.	P3.	
Sanday.	Laminess Road.	P2.	P3.	
Sanday.	Cleat Road.	P2.	P3.	
Sanday.	Sellibister Road	P2.	P3.	
Sanday.	Langbigging Road.	P2.	P3.	
Sanday.	Oyce Road (Ortie Road to end of road)	P2	P3.	
Sanday.	Ortie Road (Ortie to end of road).	P2.	P3.	
Sanday.	Howe Road.	P2.	P3.	
Sandwick.	Bristol Road.	P2S.	P2.	
Sandwick.	Swartland Road.	P2S.	P2.	
Sandwck.	Veyquoy Road.	P2S.	P2.	
Sandwick.	B9057.	P2S.	P2.	
Sandwick.	B9055.	P2S.	P2.	
Sandwick.	Quoyloo Road.	P2S.	P2.	
Shapinsay	Swartaquoy Road	P2.	P3.	
Shapinsay	Grinigoe Road.	P2.	P3.	
Shapinsay	Brecks Road	P2.	P3.	
Shapinsay	Strathore Road	P2.	P3.	
Shapinsay	Sandyhill Road (Westhill Road to end of road).	P2.	P3.	
Shapinsay.	Millbank.	P2.	P3.	
Shapinsay.	Helliar View.	P2.	P3.	
South Ronaldsay.	B9042	P2S.	P2.	

South Ronaldsay.	Aikers Road.	P2S	P2.	
South Ronaldsay.	Grimness Road.	P2S.	P2.	
South Ronaldsay	Honeysgeo Road	P2.	P3.	
South Ronaldsay	Oback Road	P2.	P3.	
South Ronaldsay	Uppertown Road (Hoxa Road to end of road).	P2.	P3.	
South Ronaldsay.	A961 (Cleat Road to Burwick).	P3.	P1.	
South Ronaldsay.	Ontoft Road (From Pier Road to Lowertown Road).	P1.	P2.	
South Ronaldsay.	Kirkhouse Road.	P2.	P3.	
South Walls.	Snellsetter Road.	P2.	P3.	
South Walls.	Cantick Road.	P2.	P3.	
South Walls.	Hutts Road.	P2.	P3.	
South Walls.	Hillside Road.	P2.	P3.	
St.Andrews	Tankerness Hall Road.	P2S.	P2.	
St.Andrews	Yinstay Road.	P2S.	P2.	
St.Andrews	Shore Road (Tankerness Hall Road to Groatsetter Road)	P2S.	P2.	
St.Ola.	Inganess Road (Berstane Loan to Quoydandy Branch Road).	P2.	P3.	
St.Ola.	Quoydandy Branch Road.	P2.	P3.	
St.Ola.	Heathery Loan	P2S.	P2.	
St.Ola.	Scapa Bay Road	P2.	P3.	
St.Ola.	Craigiefield Road	P2S.	P2.	
St.Ola.	Work Road	P2S.	P2.	
St.Ola.	Old Finstown Road (Zions Loan to Glaitness Road).	P2S.	P2.	

St.Ola.	Crowness Road.	P2.	P3.	
St.Ola	Sunnybank Road.	P2S.	P2.	
Stenness.	Clouston Corner.	P2.	P3.	
Stenness.	Brodgar Road.	P2S.	P2.	
Stenness	Bigswell Road	P2.	P3.	
Stenness.	Ireland Road (30mph speedlimit to A964).	P2S.	P2.	
Stromness.	Kiribster Road (Hutter Road to end of road).	P2.	P3.	
Stromness.	Howe Road.	P2S.	P2.	
Stromness.	Grieveship Road (From access into top car park of Grieveship Brae to end of road).	P2.	P3.	
Stromness.	Grieveship Brae.	P2.	P3.	
Stromness.	Grieveship West. (Both car park sections and from top car park access to end of road).	P2.	P3.	
Stronsay	Fairhill Road.	P2.	P3.	
Stronsay.	Bay Road.	P2.	P3.	
Stronsay.	Furrowend Road.	P2.	P3.	
Stronsay.	Burrowgate Road.	P2.	P3.	
Stronsay.	Airafea Road (Cleat Road to end of road).	P2.	P3.	
Stronsay.	Everbay Road.	P2S.	P2.	
Stronsay.	Midhouse Road.	P2.	P3.	
Stronsay.	Kirbuster Road.	P2.	P3.	
Stronsay.	Dishes Road.	P2.	P3.	
Westray.	B9067.	P2S.	P2.	
Westray.	Noup Road(B9066 to Furrigarth Road).	P2S.	P2.	
Westray	Ness Road (Russland Road to end of Road.	P2.	P3.	

Westray.	Smittaldy Road	P2S.	P2.	
Westray.	Swartmill Road.	P2S.	P2.	

Footways and Footpaths

Area.	Location.	Existing Priority.	New Priority.	Note.
Kirkwall	Cycleway between Pickaquoy Loan and Wellington Street.	Not currently treated.	P2.	
Kirkwall.	Cromwell Road (Shore Street to Weyland Bay).	Not currently treated.	P2.	
Kirkwall.	Holm Branch Road.	Not currently treated.	P1.	
Kirkwall.	Muddisdale Road.	Not currently treated.	P2.	
Kirkwall.	New Scapa Road (Scapa Crescent to Scapa Roundabout).	Not currently treated.	P1.	
Kirkwall.	Old Scapa Road.	Not currently treated.	P2.	
Kirkwall	Shore Street (Shore Street roundabout to Cromwell Road).	Not currently treated.	P2.	
Stromness	North End Road (North End Roundabout to Swimming Pool Car Park).	Not currently treated.	P1.	

Salting, Gritting and Snow Clearing

1. Statement of Policies

The winter service operation should be delivered in accordance with the Council's Winter Service Policy Statement and this document.

2. Response Time on Receipt of a Weather Warning

The target response time is one hour. This is the mobilisation period for commencing winter service operations (that is gathering employees and preparing equipment) following receipt of a weather warning. Once treatment has commenced the target completion time for Carriageway Priority 1's is 2 hours.

3. Carriageway and Footway Hierarchy

The process for establishing carriageway and footway hierarchies is defined in the Winter Service Policy. The hierarchy is updated annually following consultation.

Carriageways and Footways shall be treated in accordance with the priorities shown in Appendix 1 and Appendix 2.

4. Car Park Hierarchy

The list of car parks to be treated is set out in Appendix 3.

When notified, car parks adjacent to cemeteries will be treated prior to any funeral.

5. Salt Bins

Salt bins will be deposited and maintained in locations such as known trouble spots, steep hills, dangerous bends, and densely populated areas not on priority routes, as set out in Appendix 4. Additional bins may be instructed throughout the winter as deemed necessary.

The Council will provide salt bins, for self-help by members of the public only where the following criteria are met: -

1. In general, where the location is not on a Priority 1 or 2 route.
2. The bin shall not obstruct pedestrians.
3. The location shall not obstruct junction sight lines.
4. In general, where the location is not within 200 metres of another salt bin location.
5. The location is within the boundary of the public road
6. The Council will not provide bins in private roads or car parks or any other public or private property unless a service level agreement is in place.

Bins will only be located where they can be filled from a lorry and shall be replenished on a regular basis during the winter period, as resources permit.

The location of each bin will be recorded in an electronic database, with a unique identity code for each item.

Formal requests should be submitted to the Council's Roads Services for consideration.

Where the criteria for a bin are met the provision will be dependent on available resources.

6. List of Appendices – Winter Maintenance Plan 2021 – 2022

Appendix 1 - Road Maps

- Map 1: East Mainland.
- Map 2: West Mainland (including Finstown).
- Map 3: Linked South Isles (including St Margaret's Hope).
- Map 4: South Isles (Graemsay, Hoy and Flotta).
- Map 5: Kirkwall and Hatston.
- Map 6: Stromness.
- Map 7: Inner North Isles (Rousay, Egilsay, Wyre and Shapinsay).
- Map 8: North East Outer North Isles (North Ronaldsay, Sanday and Stronsay).
- Map 9: North West Outer North Isles (Papa Westray, Westray and Eday).
- Map 10: Quoybanks area 20mph traffic calming gateways.

Appendix 2 - Footway, Footpath and Pedestrian Area Maps

Salting, Gritting and Snow Clearing – Footways, Footpaths and Pedestrian Areas

- Map 11: Kirkwall Footway and Footpath Routes.
- Map 12: Stromness Footway and Footpath Routes.

Appendix 3 - Car Parks.

Appendix 4 - Salt and Grit Bins

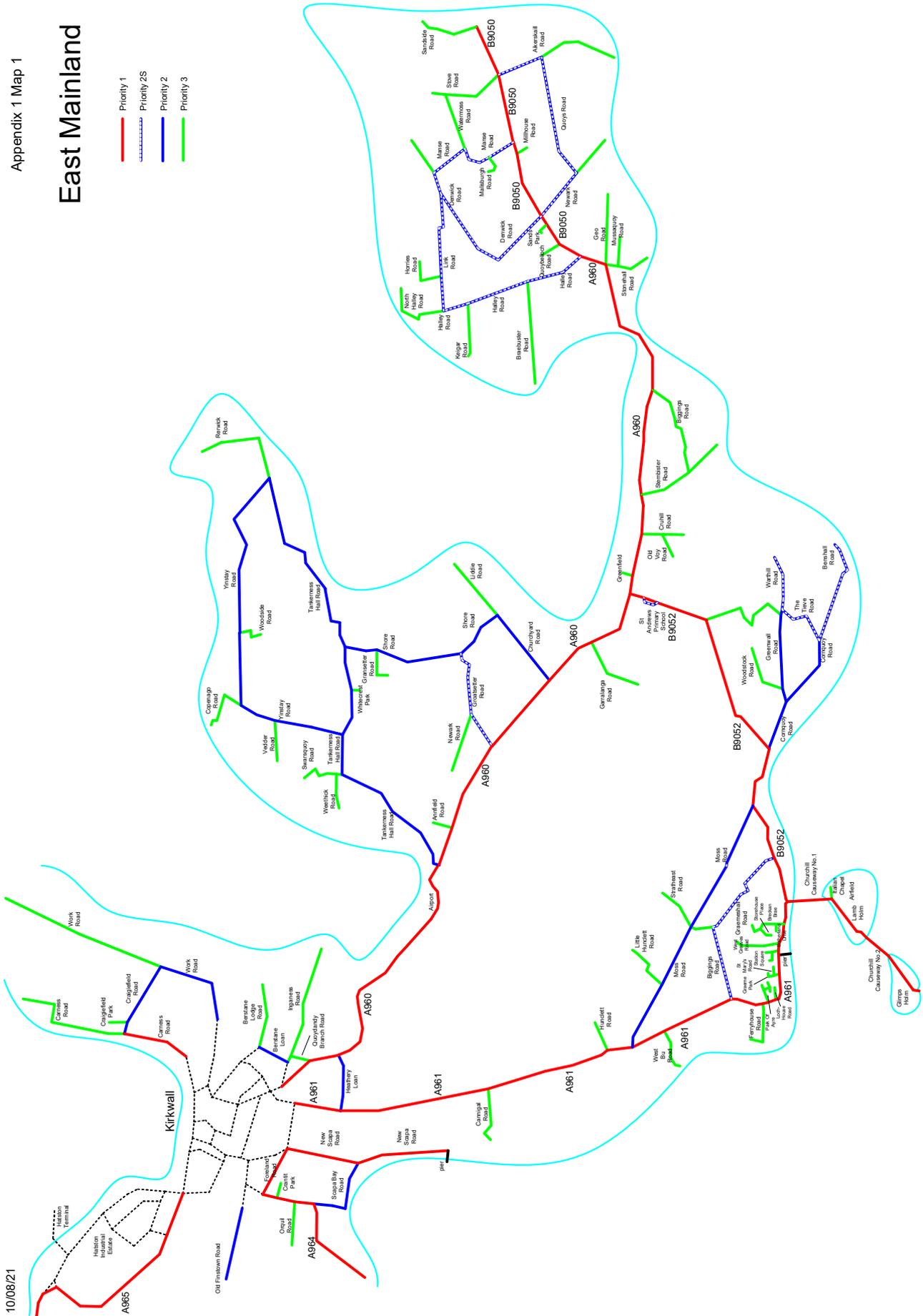
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- Map 10: Quoybanks area 20mph traffic calming gateways.

On the Orkney Islands Council website, the individual maps are provided as separate attachments (in PDF format) on the Winter Service Plan web page.

East Mainland

- Priority 1
- Priority 2S
- Priority 2
- Priority 3

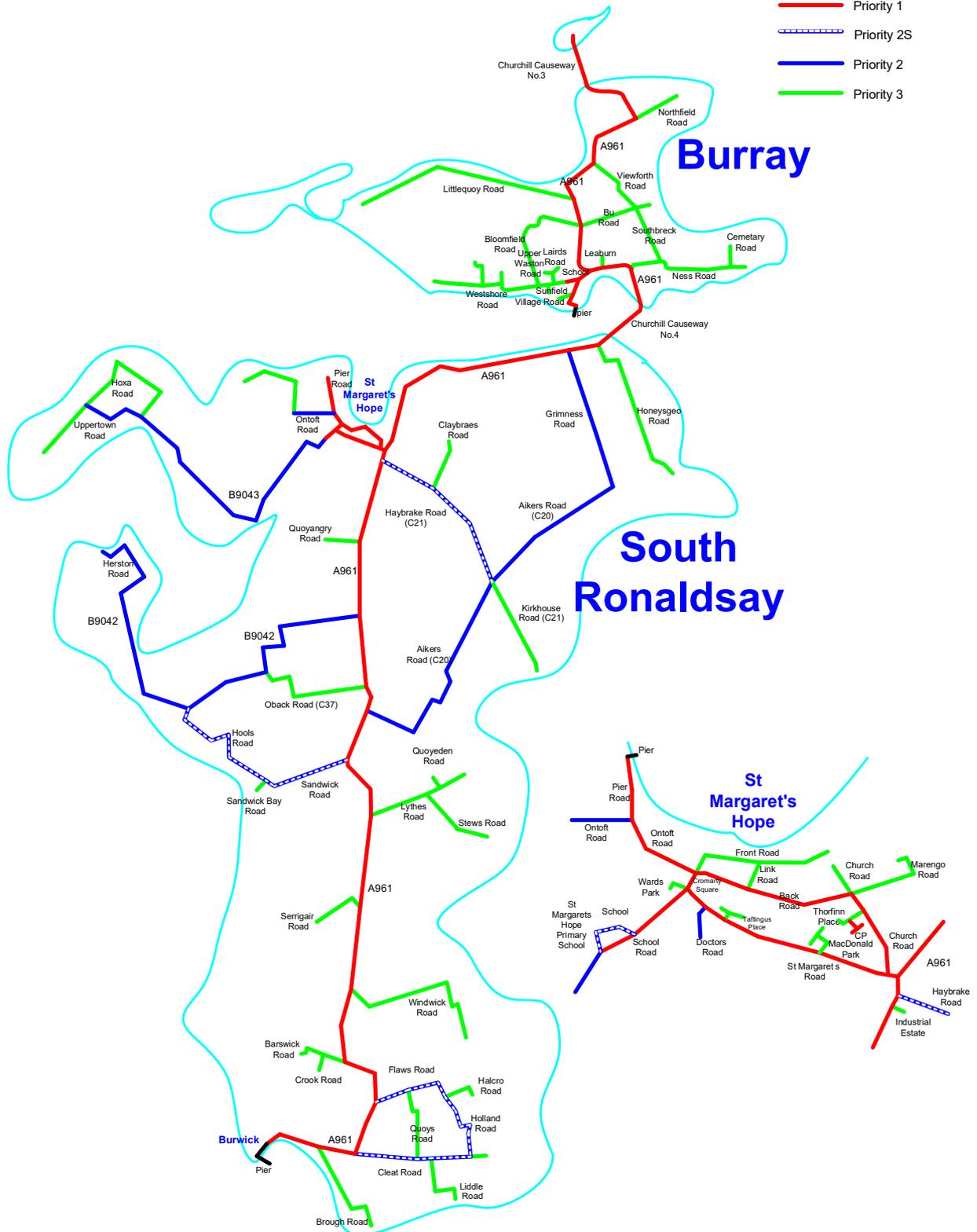


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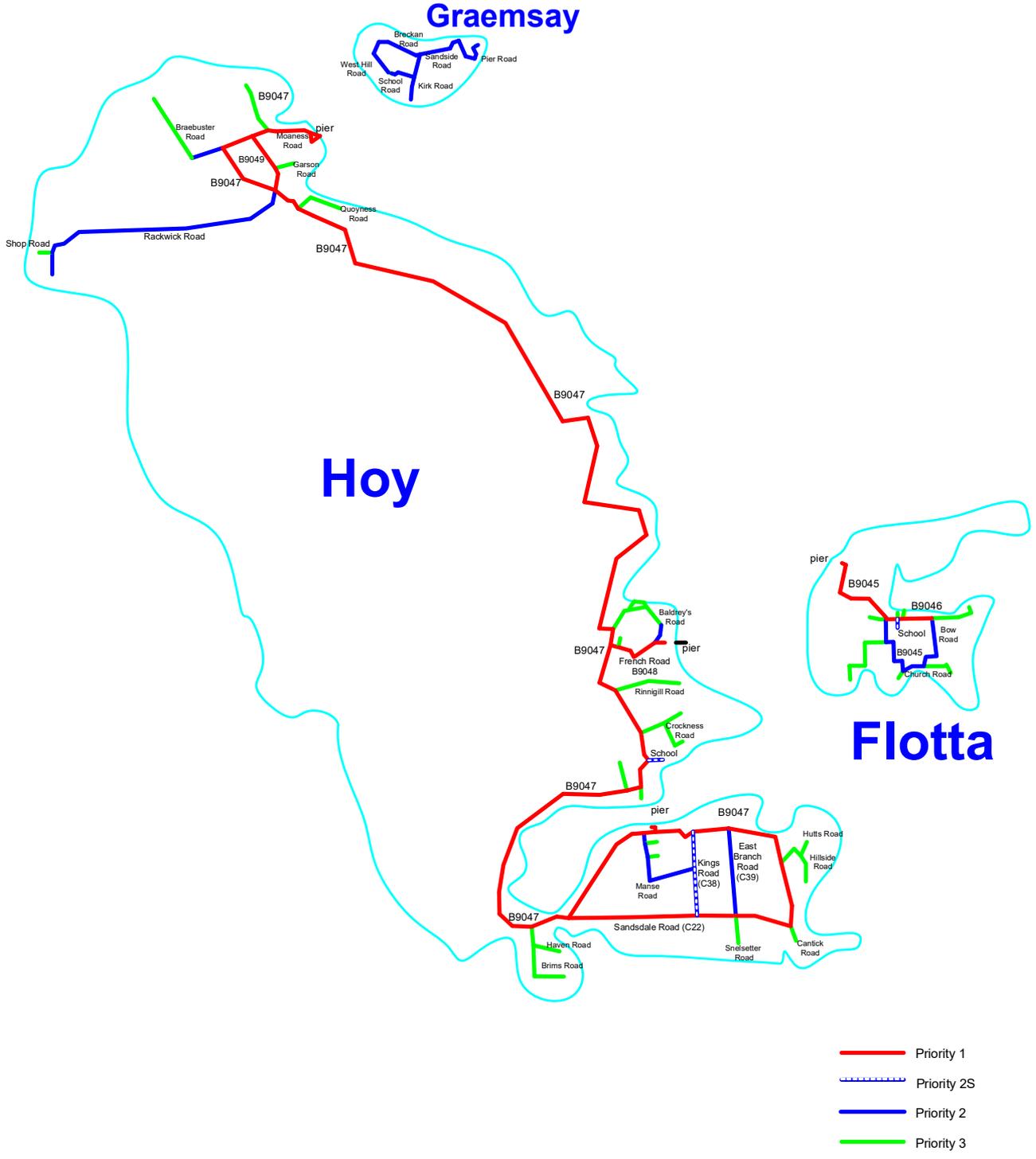
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Linked South Isles inc. St Margaret's Hope

Appendix 1 Map 3

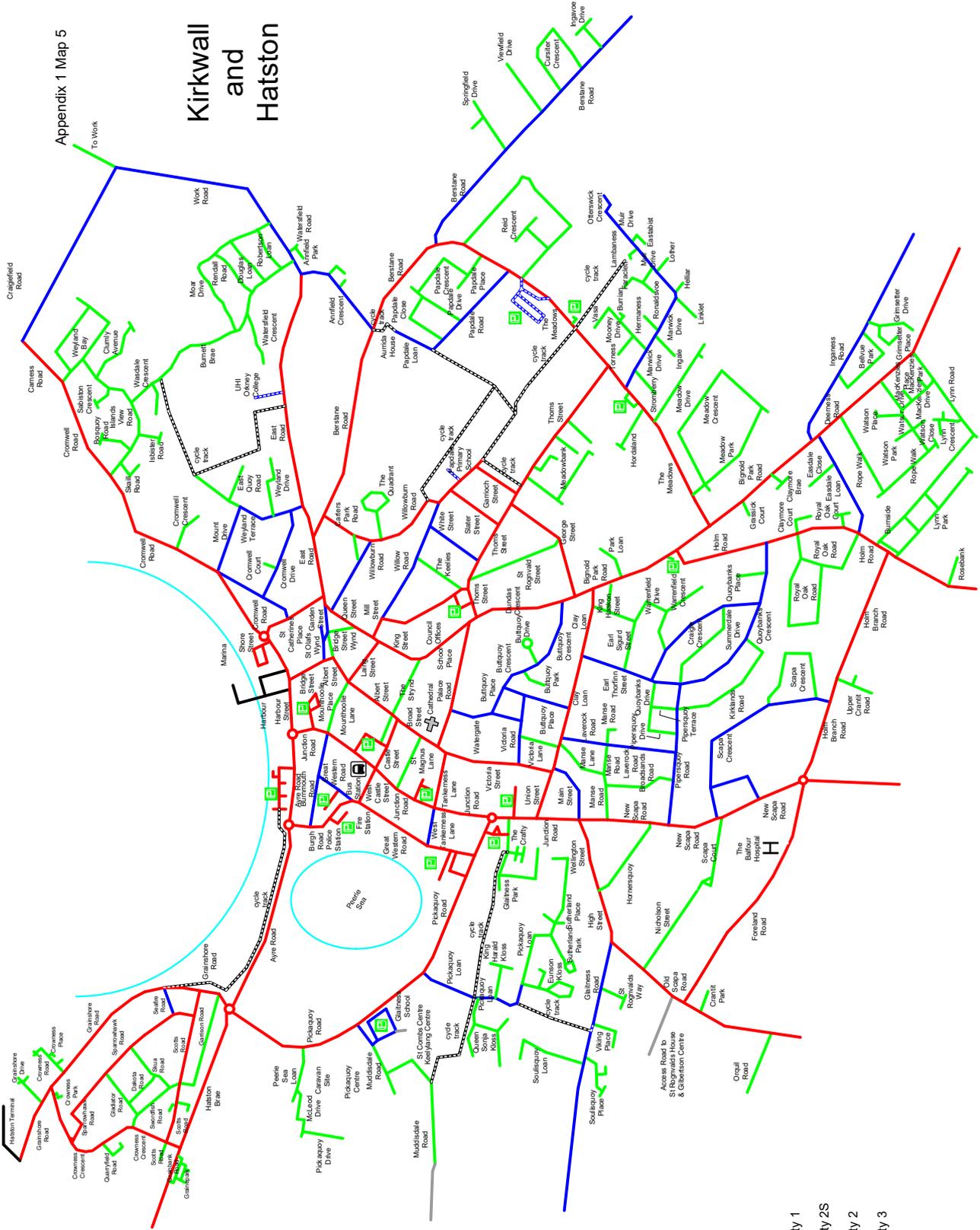


South Isles



Appendix 1 Map 5

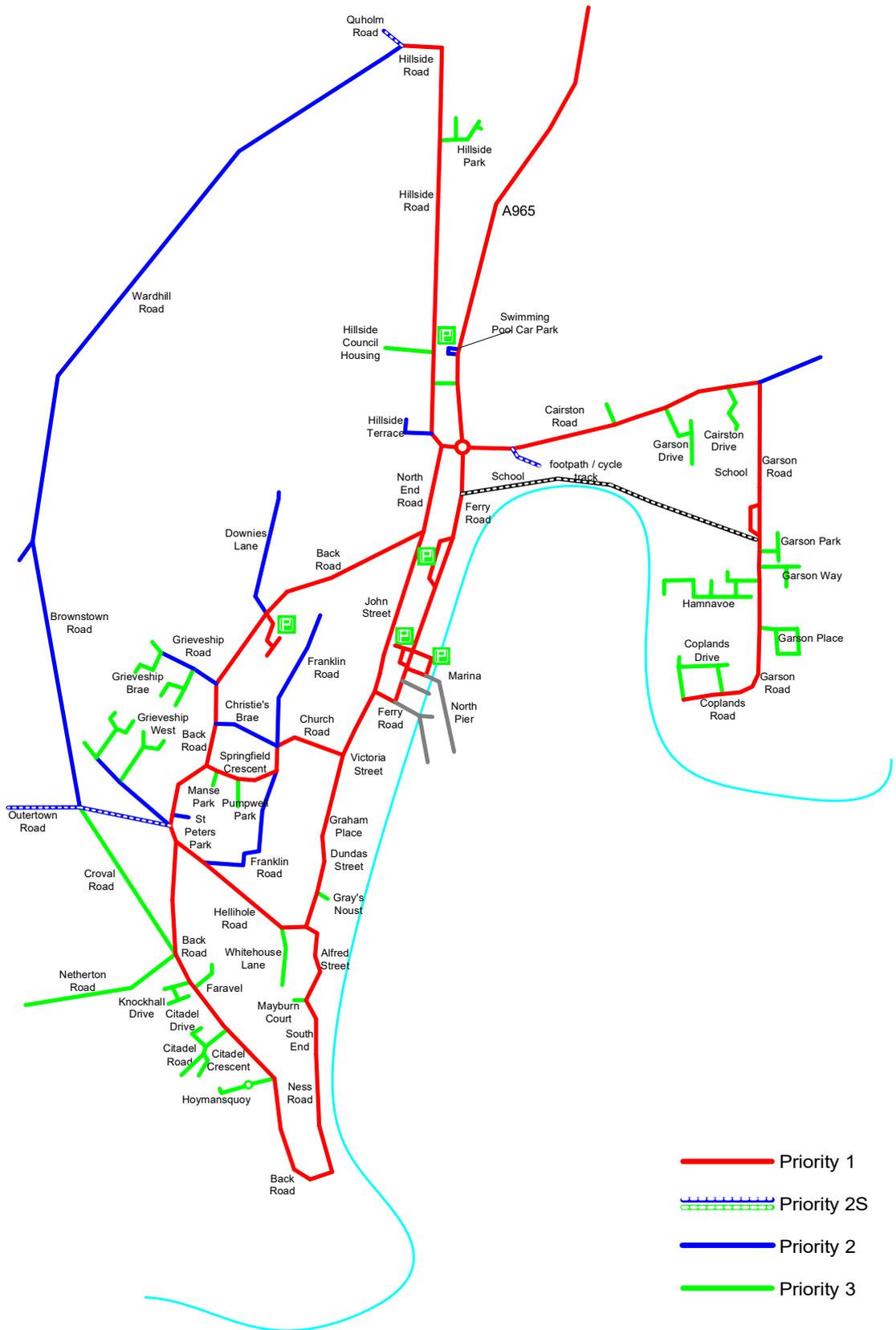
Kirkwall and Hatston



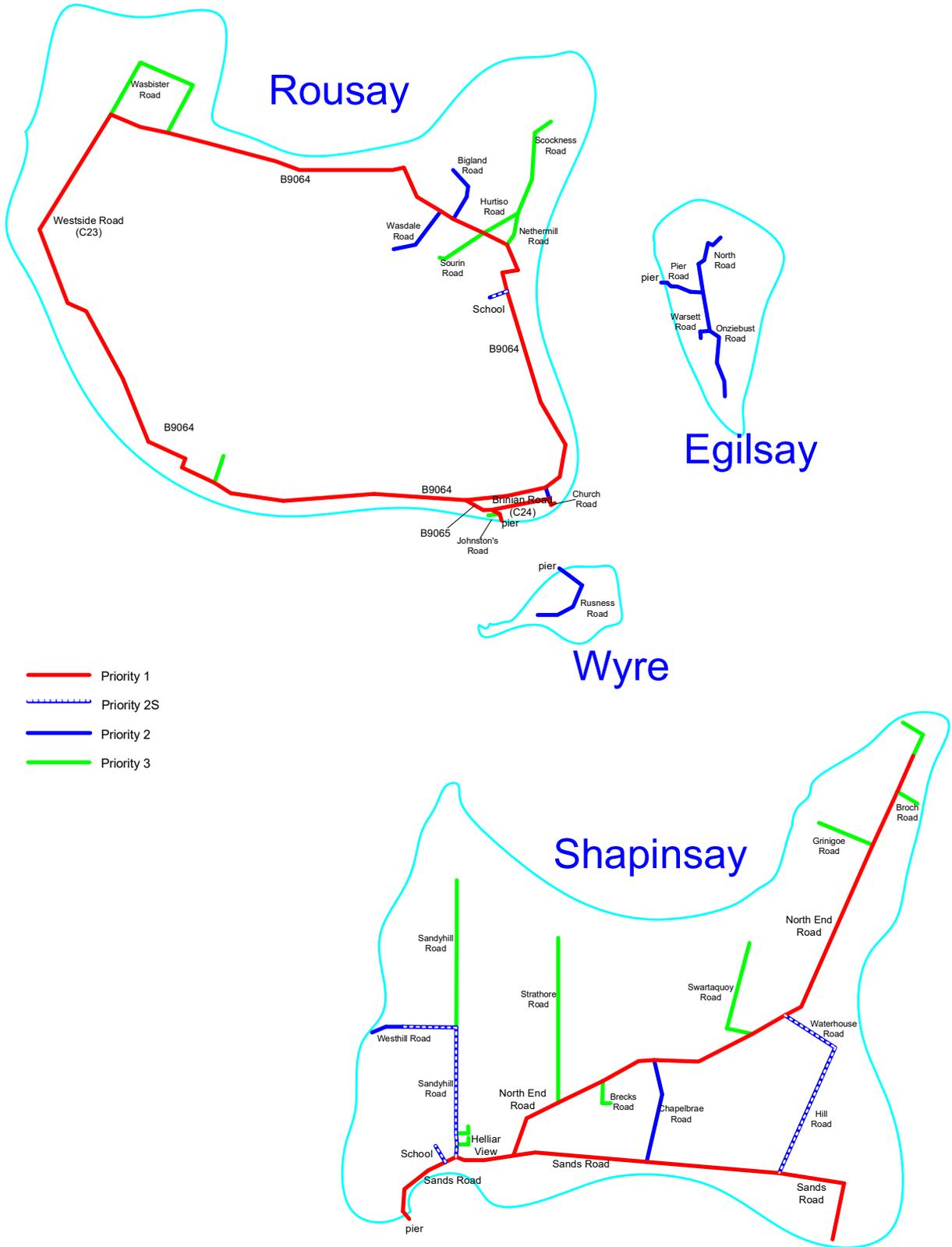
10/08/21

- Priority 1
- Priority 2S
- Priority 3

Stromness

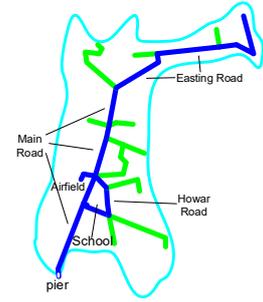


Inner North Isles

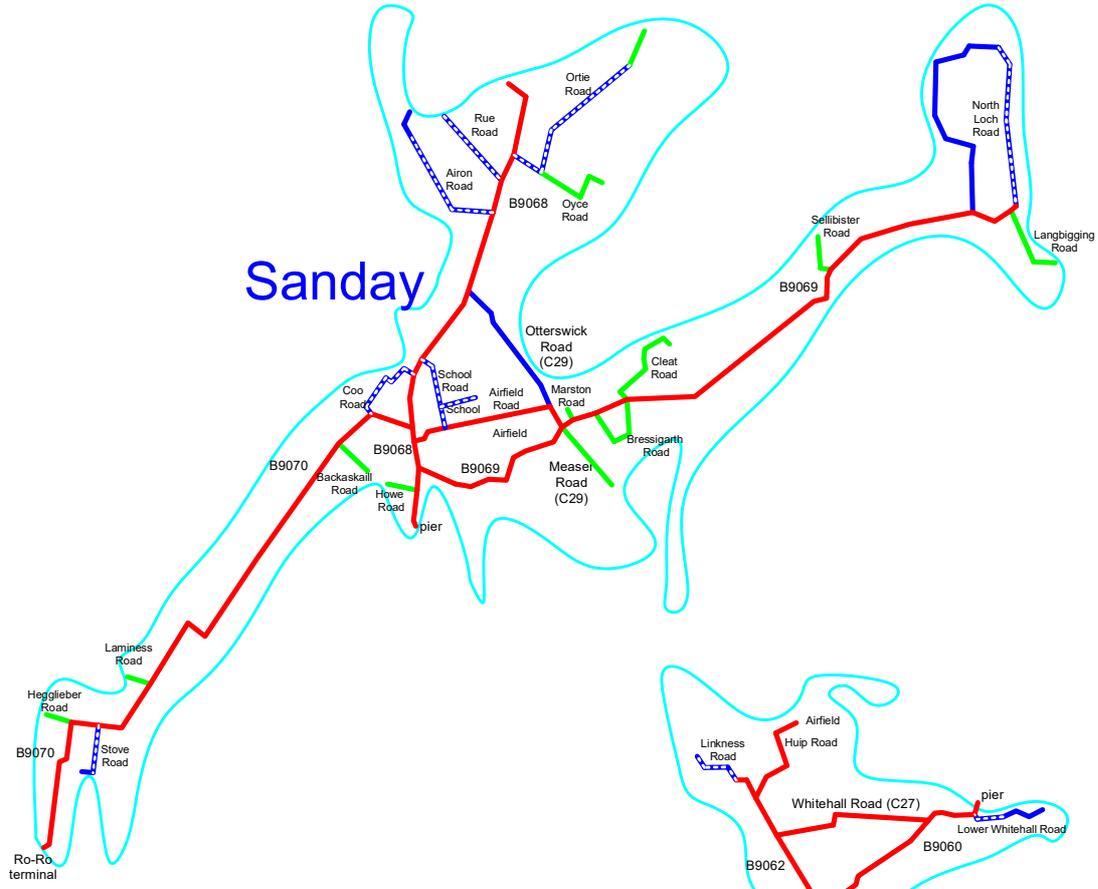


NE Outer North Isles

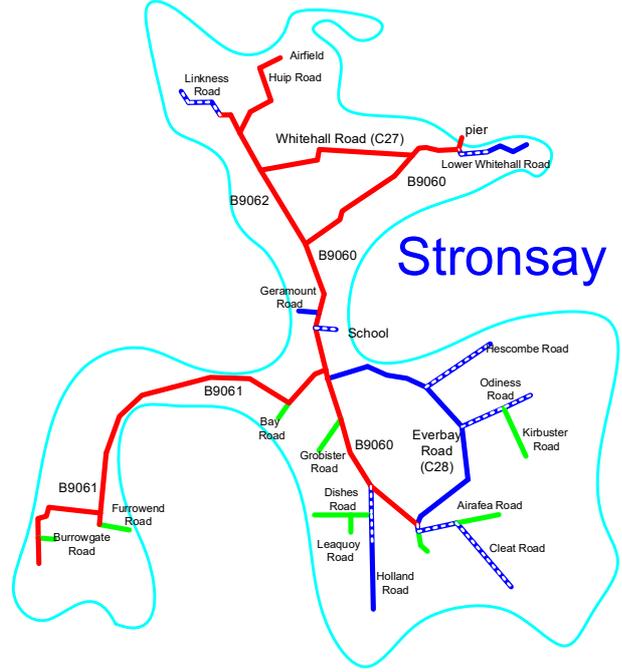
North Ronaldsay



Sanday

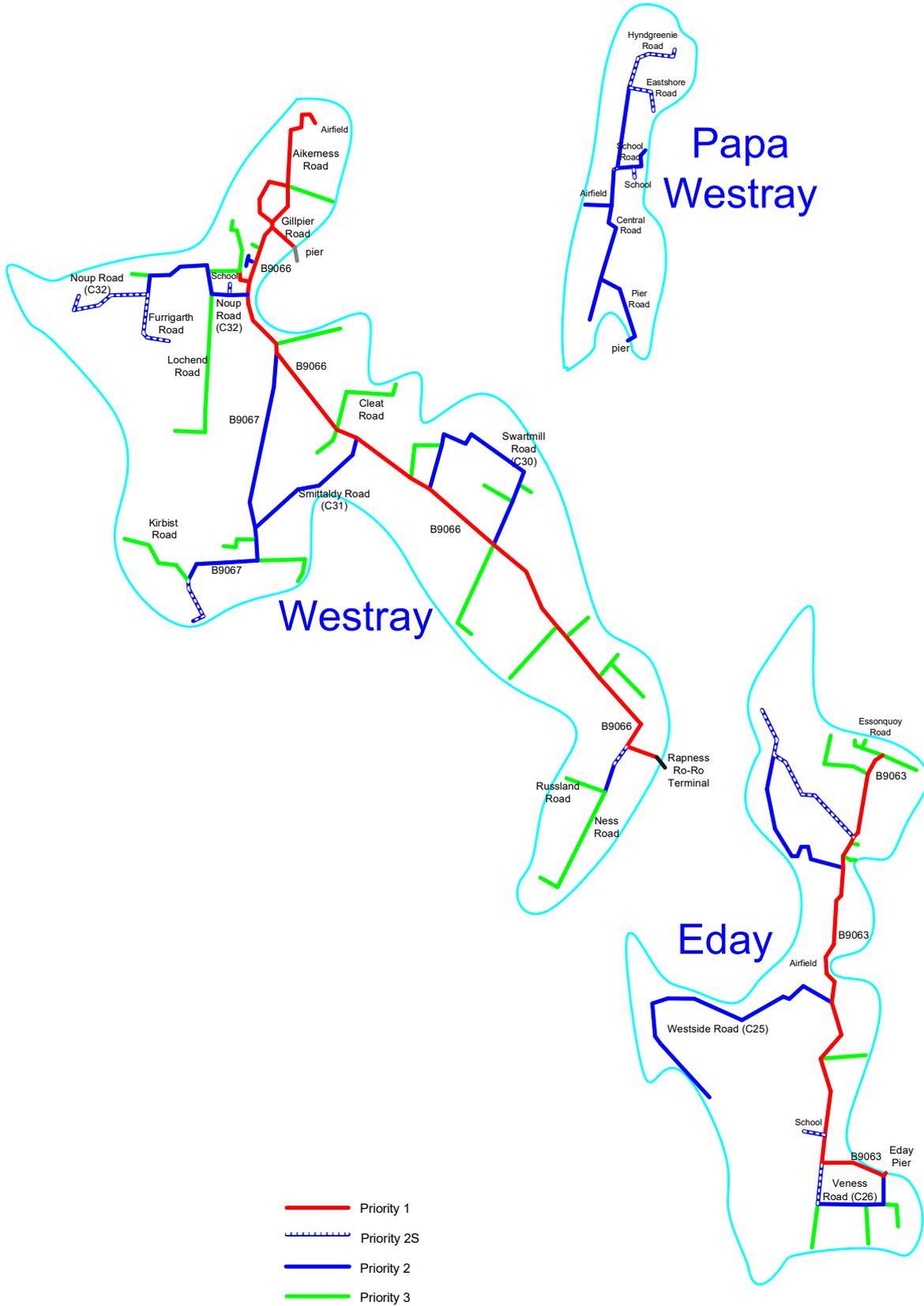


Stronsay



- Priority 1
- Priority 2S
- Priority 2
- Priority 3

NW Outer North Isles

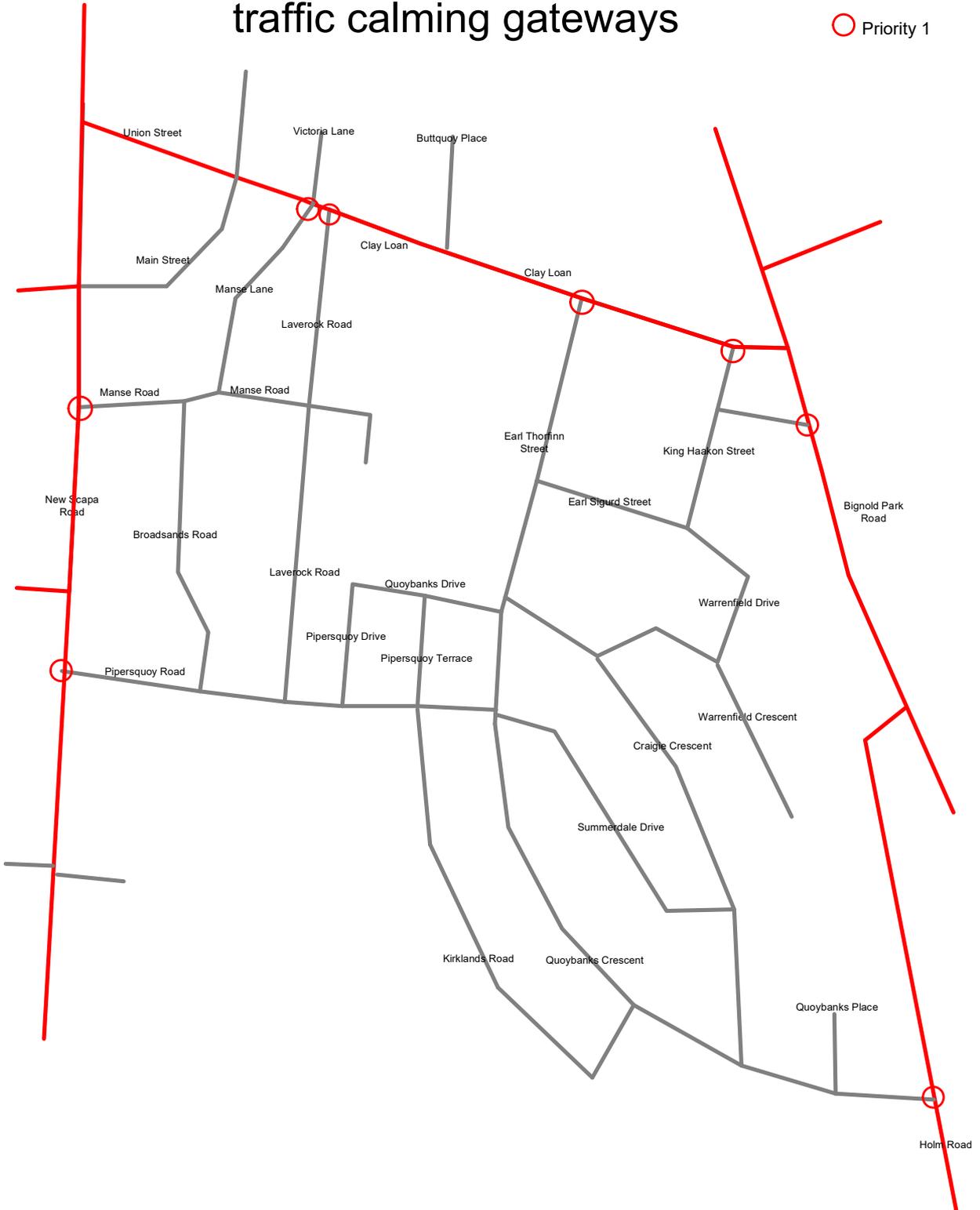


10/08/21

Quoybanks area 20mph traffic calming gateways

Appendix 1 Map10

○ Priority 1



Appendix 2 – Footway, Footpath and Pedestrian Area Maps

Salting, Gritting and Snow Clearing – Footways, Footpaths and Pedestrian Areas.

Priority 1, 2 and 3 routes will be cleared in frost or snow conditions.

Only one side of the road/street should be cleared/treated as per the priority indicated.

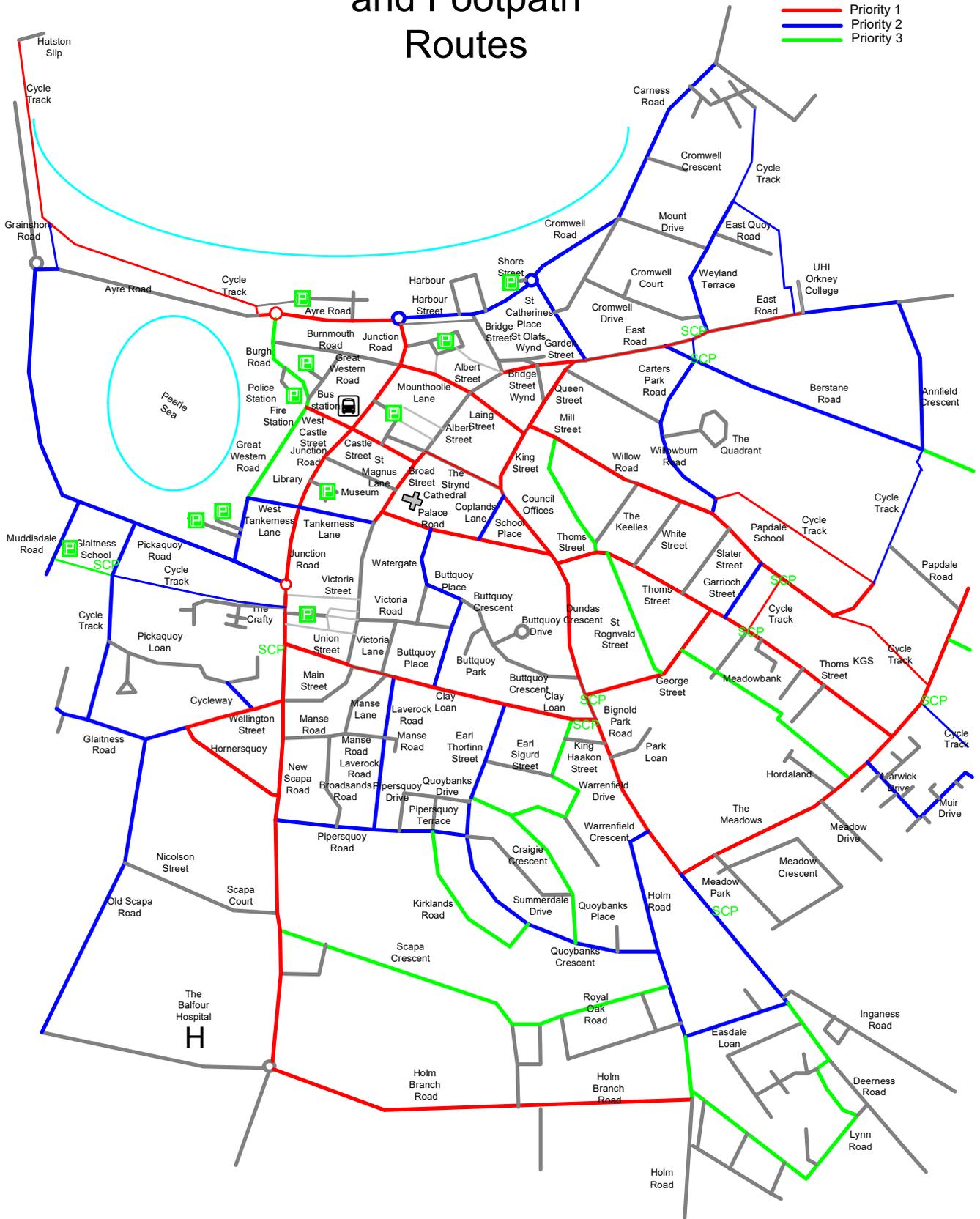
- Kirkwall Footway and Footpath Routes (Map 11).
- Stromness Footway and Footpath Routes (Map 12).

On the Orkney Islands Council website, the individual maps are provided as separate attachments (in PDF format) on the Winter Service Plan web page.

10/08/21

Appendix 2 Map 11

Kirkwall Footway and Footpath Routes

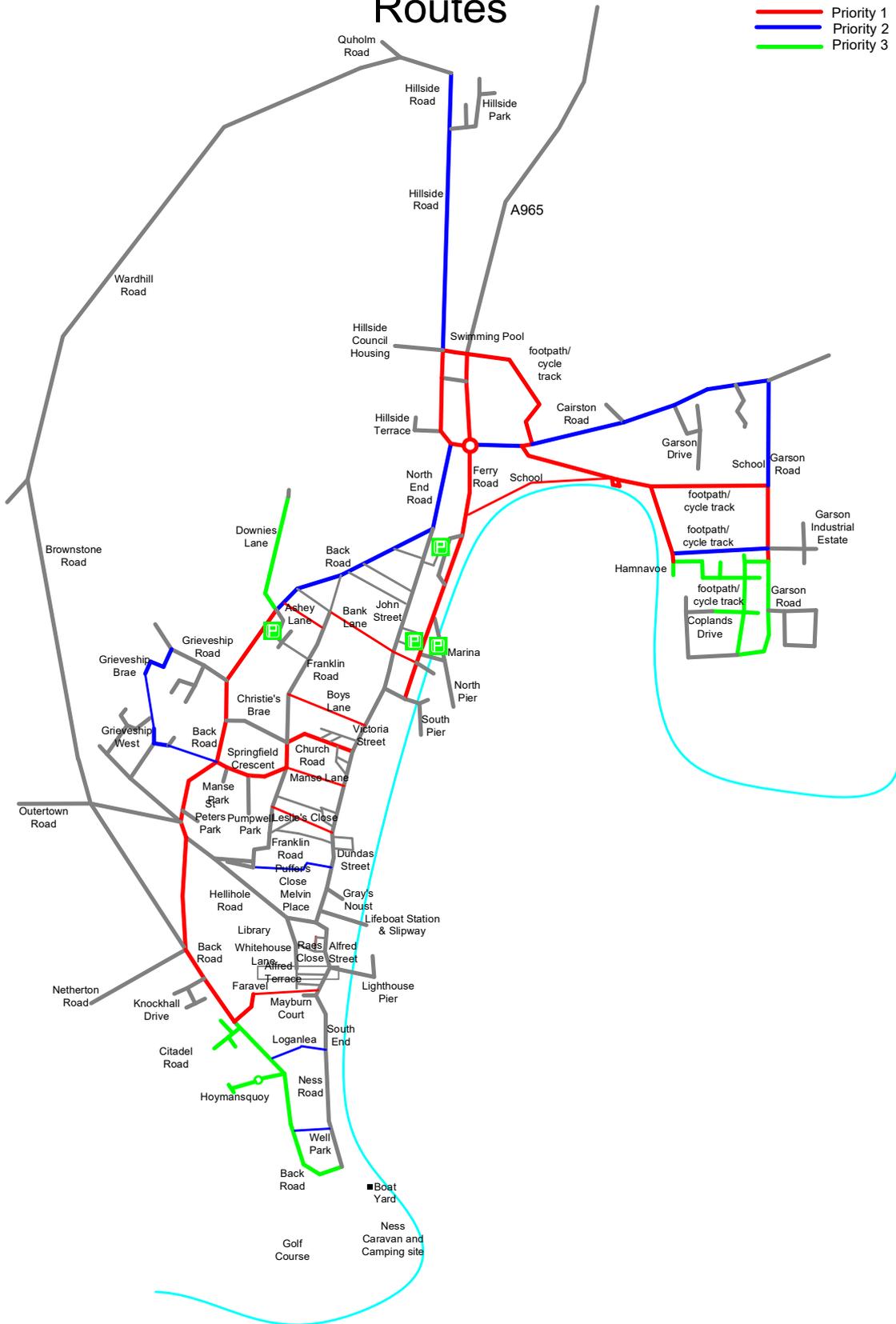


Stromness Footway and Footpath Routes

10/08/21

Appendix 2 Map 12

- Priority 1
- Priority 2
- Priority 3



Appendix 3 - Car Parks

Public Car Parks

Kirkwall Pay and Display	Priority
Castle Street.	1.
St Magnus Lane.	1.
Gunn's Close.	1.
Albert Street.	1.
Burgh Road.	1.
Great Western Road (North).	1.
Kirkwall Short Stay	Priority
6/8 Broad Street.	1.
St Olaf Wynd.	1.
Kirkwall Long Stay	Priority
Ayre Houses (Burgh Road).	3.
Ayre Road (Waterfront West).	1.
Clay Loan near Manse Lane.	3.
Council Offices.	1.
Cromwell Road.	3.
East Church.	1.
Great Western Road (South).	1.
Holm Road/Bignold Park Road.	3.
King Street (IT Building)	1.
King Street OIC/OHB.	1.
Muddisdale Road (Glaitness School).	2S.
Shore Street (Waterfront East).	1.
St Catherine's Place.	3.
The Crafty.	1.
The Meadows North (Vasa).	3.
The Meadows South (Hordaland).	3.
Stromness Pay and Display	Priority
Ferry Inn	1.

Ferry Terminal.	1.
Stromness Long Stay	Priority
Ferry Road West	1.
Ferry Road East	1.
Ferry Road North	1.
Old Academy.	1.
Swimming Pool.	2.
Stromness Academy.	1.
Finstown	Priority
A965 at Cemetery.	2.
Dounby.	Priority
Swartland Junction.	2.
Community School access & car park.	1.
South Ronaldsay	Priority
School Access Road, St Margaret's Hope.	1.
Church Road (at Thorfinn Place).	1.
Burray	Priority
Car Park adjacent to Community Hall.	1.
East Mainland	Priority
St Andrew's School Access.	1.
Deerness Community Centre.	3.
West Mainland	Priority
Harray Road Junction.	1.
Harray Hall Community Centre.	3.

Education Car Parks

Any car parks already noted in Public Car Park list are not shown.

Location.	Priority.
Kirkwall Grammar School.	2S.
Papdale Primary School.	2S.
Stromness Primary School.	2S.
Firth Primary School.	2S.
Orkney College.	2S.
St Andrews Primary School.	2S.
Evie Primary School (Community School).	2S.
St Margaret's Hope Primary School (Community School).	2S.
Orphir Primary School (Community School).	2S.
Stenness Primary School (Community School).	2S.
Sanday (Community School).	2S.
Stronsay Junior High School (Community School).	2S.
Westray Junior High School (Community School).	2S.
North Walls Junior High School (Community School).	2S.
Shapinsay Primary School (Community School).	2S.
Rousay Primary School (Community School).	2S.
Eday Primary School (Community School).	2S.
Papa Westray Primary School (Community School).	2S.
Flotta Primary School (Community School).	2S.
Burray Primary School.	2S.
North Ronaldsay Primary School (Community School).2S	2S.

Care Facility Car Parks

Location.	Priority.
Eunson Kloss, Kirkwall.	2.
Hamnavoe House, Stromness.	1.
St Rognvald's House, Kirkwall.	1.
Aurrida Hostel, Papdale Loan, Kirkwall.	2.
Smiddybrae, Dounby.	1.
Kalisgarth, Westray.	1.
Braeburn Court, St Margaret's Hope.	1.
Rae's Close, Stromness.	1.
St Colm's Day Centre, Kirkwall.	2.
Gilbertson Day Centre, Kirkwall.	1.
Marengo Centre, St Margaret's Hope.	2.

Appendix 4 - Salt and Grit Bins

Location of Grit Bins - Mainland

Birsay

- Cloke Road (Opposite Quoyscottie).
- Hillquoy Road (Against dyke opposite The Bungalow).
- Howe Road (Corner east of East Howe).
- Howe Road (At bend east of Gerraquoy).
- Howquoy Road (at bend north of Ocean View).
- Midhouse Road (Halfway up brae).
- Ravie Hill Road (Suilven).
- Ravie Hill Road (Opposite Wranglehall).
- Sunnybrae Road (Midbigging).

Burray

- Bloomfield Road (Junction with A961).
- Bloomfield Road (Junction with West Shore Road).
- Leaburn (Far right corner of car park).
- Ness Road (Junction with A961).
- Sunfield (Junction with West Shore Road).
- Upper Waston Road (Next to sub-station).
- West Shore Road (Junction with Hillfield Road).

Deerness

- Geo Road (Delday).
- Geo Road (Bottom of brae at shore).
- Sands Park (Build out between Numbers 4 and 5).
- Sands Park (Build out outside Valhalla).
- Stove Road (Newhall).

Dounby

- A966 (In grass in front of Number 9 Market Green).
- Back Road (Post Office).
- Market Green (In grass opposite number 3).
- Quilco (In grass opposite Number 16).
- Quilco (Opposite No.24)
- Quilco (Parking spaces at back of Number 12).

Evie

- Arwick Road (Mount).
- Broch of Gurness road (Junction with A966).
- Evie Housing Scheme (Next to bus stop).
- Jubidee Road (Just above crossroads).

Firth

- Acrelea Road (Community Centre).
- A965 (Clairwood House).
- A965 (Finstown Post Office).
- A965 (Opposite Baikies).
- Acrelea Road (At end of road).
- Cruan Road (Junction with Old Finstown Road).
- Cruan Road (Opposite Brekka).
- Grandon Road (Asgard).
- Grimond Place (Number 5).
- Grimond Road (Opposite number 6).
- Grimond Square (On footpath next to Number 5).
- Grimond Square (number 9).
- Heddle Road (Brae Neuk).
- Heddle Road (Breckan).
- Heddle Road (Corner above Lismhor).
- Heddle Road (Just up brae from Quarry).
- Heddle Road (Stenaday).
- Hill of Heddle (Opposite number 1).
- Jewadale Drive (Opposite junction with Buckles Road).
- Jewadale Drive (Opposite Number 20).
- Jib Park (At build out outside Number 10).
- Jib Park (Service strip at Number 1).
- Parkside (Bottom of car park).
- Parkside (Parkhead Gardens).
- North Horraldsay Road (Junction with A966).
- Seafield (End of road).
- Wald Road (South Wald).

Harray

- Bimbister Road (At junction with A986 at Glenerne).
- Community Centre.
- Corston Road (At junction with A986).
- Nearhouse Road (At junction with Grimeston Road).
- Newark Road (At junction with Grimeston Road).
- Northbigging Road (Brettavale).
- Northbigging Road (Mirbister).
- Northbigging Road (Nether Gueth).

Holm

- Stratheast Road (At 40mph speed limit signs).

Kirkwall

- Annfield Crescent (Sub Station).
- Annfield Park (Number 4).
- Bellevue Park (Sub Station).

- Berstane Road (Opposite Linklater Drive).
- Bosquoy Road (Number 1).
- Bridge Street Wynd (Queen Street junction).
- Burnett Brae (Opposite Number 1).
- Burnside (Build out opposite number 19).
- Burrian (Junction with Mooney Drive).
- Buttquoy Drive (Centre of circle).
- Buttquoy Park (Car park).
- Clay Loan (Opposite Buttquoy Place).
- Clay Loan (Opposite Earl Thorfinn Street).
- Claymore Brae (Number 11).
- Claymore Court (Royal Oak House).
- Clumly Avenue (Number 6).
- Council Offices (In grass at top of main car park).
- Council Offices (King Street Car Park).
- Craigie Crescent (steps up to Quoybanks Place).
- Craigie Crescent (Garages behind number 14).
- Craigie Crescent (Garages behind number 23).
- Crantit Park (Junction with A964).
- Cromwell Road (St Catherine's Place junction).
- Crowness Park (Fence on right hand side).
- Crowness Place (Junction with Crowness Road).
- Cursiter Crescent (Number 1).
- Douglas Loan (Junction with Moar Drive).
- Easdale Close (Opposite number 3).
- East Road (Orkney College layby).
- East Road (Berstane Road sub-station).
- Eastabist (Junction with Muir Drive).
- Eunson Kloss (Number 1).
- Eunson Kloss (Number 41).
- Faraclett (End of garages).
- Flett Road (At junction with Bignold Park Road).
- Garrioch Street (Junction with Thoms Street).
- Glaitness Park (Number 20).
- Glaitness Park (Opposite number 1).
- Glaitness Park (Opposite Phoenix Terrace).
- Grainbank (Opposite Glenora).
- Grainepark (Number 21a)
- Grainepark (Shalimar).
- Grassick Court (On footway in front of Desswood).
- Great Western Road (Fire Station).
- Grimsetter Place (Grimsetter Drive junction).
- Grimsetter Place (On service strip outside Number 11).
- Grimsetter Place (At turning head at end of road).
- Helliar (Garages).
- Hermaness (Junction with Muir Drive).
- Hordaland (Corner at Number 8).

- Hordaland (Number 22).
- Hordaland (Number 27).
- Ingale (Garages).
- Inganess Place (Junction with Inganess Road).
- Inganess Road (Balay Cottage).
- Ingavoe Drive (Number 12).
- Isbister Road (Number 7).
- Islands View Road (Number 7).
- King Haakon Street (Opposite No.1 on corner).
- King Harald Kloss (Number 20).
- King Harald Kloss (Corner at number 17).
- King Street (Car Park at No.9).
- Kirklands Road (Against wall at Number 46).
- Lambaness (Courtyard at number 25).
- Lambaness (Garages).
- Lambaness (Number 20).
- Laverock Road (Junction with Clay Loan east).
- Laverock Road (Junction with Clay Loan west).
- Liberator Drive (5no.)
- Linklet (Garages).
- Lothar (Number 2).
- Lynn Crescent (Lynn Road Junction).
- Lynn Crescent (Number 13).
- Lynn Crescent (Number 33).
- Lynn Park (Build out opposite number 19).
- Mackenzies Drive (Build out at number 14).
- Manse Road (Corner opposite number 1).
- McLeod Drive (Traffic calming build out).
- Meadow Crescent (Footpath in front of No.5).
- Meadow Drive (Footpath next to No.4).
- Meadow Drive (Footpath next to No.18).
- Meadow Park (On corner at No.20).
- Meadowbank (car park outside number 13).
- Meadowbank (Gable end number 74).
- Meadowbank (Number 38).
- Meadowbank (Number 51).
- Meadowbank (Opposite number 29).
- Moar Drive (Traffic calming build out).
- Orkney College (Junction with East Road).
- Orkney College (Top of footpath coming up from Watersfield Crescent).
- Otterswick (Number 7).
- Otterswick Crescent (Number 10).
- Papdale Close (Number 7).
- Papdale Crescent (Papdale Place junction).
- Papdale Drive (Junction with Papdale Road).
- Papdale Loan (North of grass build out opposite Aurrida House).
- Pickaquoy Loan (On lane next to No.32).

- Queen Sonja Kloss (Number 5).
- Queen Sonja Kloss (Number 31).
- Quoybanks Crescent (Entrance to Car Park).
- Quoybanks Crescent (Far corner of Car Park).
- Quoybanks Crescent (Opposite Kirklands Road).
- Quoybanks Drive (Junction with Quoybanks Crescent).
- Quoybanks Place (Junction with Quoybanks Crescent).
- Reid Crescent (Number 13).
- Reid Crescent (In footpath up to Berstane Road outside Number 22).
- Reid Crescent (Number 34).
- Reid Crescent (Number 35).
- Reid Crescent (Number 43).
- Rendall Road (On west side of junction with Burnett Brae).
- Ronaldsvoe (Number 17).
- Rope Walk (Number 10).
- Rope Walk (Number 33).
- Rosebank (Opposite number 7).
- Royal Oak Court (On bend at east end of garden of No.1)
- Royal Oak Road (Corner at number 33).
- Royal Oak Road (Number 3).
- Royal Oak Road (Number 25).
- Sabiston Crescent (Number 4).
- Scapa Court (On east side of island outside number 12)
- Scapa Crescent (against wall at Number 22).
- Skail Road (In chips opposite number 7).
- Soulisquoy Loan (Glaitness Road junction).
- Soulisquoy Place (Number 20).
- Soulisquoy Place (Number 21).
- Springfield Drive (Berstane Road junction).
- Strombery (Garages).
- Summerdale Drive (Garages).
- Sutherland Park (Build out at number 18).
- Sutherland Park (Number 2).
- The Keelies (Willow Court).
- The Quadrant (Grass opposite Number 3).
- Torness (Garages).
- Upper Crantit Road (Brantwood).
- Upper Crantit Road (Braedon Court).
- Upper Crantit Road (Holm Branch junction).
- Vasa (Left hand side opposite garages).
- Victoria Lane (Number 5).
- Viewfield Drive (Berstane Road junction).
- Viking Place (Number 9).
- Warrenfield Crescent (At end of road).
- Warrenfield Crescent (Against wall to Southwest of car park).
- Warrenfield Drive (Garages).
- Warrenfield Drive (Junction with Warrenfield Crescent).

- Wasdale Crescent (Number 8).
- Watersfield Road (Junction with Work Road).
- Watson Park (Junction with Watson Drive).
- Weyland bay (Corner at Lincadia).
- Weyland Drive (Number 7).
- Weyland Drive (Junction with Weyland Terrace).
- Weyland Terrace (Greyharlings).
- White Street (Number 22).

Orphir

- A964 (School bus layby).
- Kirk Park (Number 2).
- Scorradaile Road (Old School).
- Smoogro Road (Junction with A964).
- Smoogro Road (Opposite junction with Galaha).
- Waulkmill Road (Opposite Waulkmill Lodge).

Rendall

- Gorseness Road (Opposite Skailbrig).
- Hackland Road (Hackland Church).
- Hammar Road (Kilkerran).
- Lyde Road (Fiold).
- Lyde Road (Lyde).
- Lyde Road (Netherhouse).
- Lyron Housing (Opposite number 2).
- Tingwall Jetty (On bend between toilet and bus shelter).

Sandwick

- Bristol Road (At right bend sign up brae from Quoyloo Road).
- Daisybank (Parking spaces on left).
- Quoyloo Road (Devil's Elbow).

South Ronaldsay

- B9042 (Top of brae just south of Herston).
- Cleat Road (Junction with A961).
- Lythes Road (at corner opposite Mucklehouse).
- Windwick Road (Double bend above Mhardale).
- Windwick Road (Halfway down brae from road to Trocaire).

St Andrew's

- B9052 (At end of footway opposite School)
- Greenfield (Number 1).
- Whitecrest Park (Number 2).

St Margaret's Hope

- Back Road (Opposite access to playpark).
- Doctor's Road (Junction with St Margaret's Road).
- Front Road (Bellevue Hotel).
- Macdonald Park (Bend at car park).
- Marengo Road (Number 7).
- Ontoft Road (Opposite Hameneuk).
- School Access Road (Cottage of Ronaldsvoe).
- St Margarets Road (Sub Station opposite Braeburn Court).
- Taftingus Place (Junction with St Margarets Road).
- Taftingus Place (On footpath at bottom).
- Thorfinn Place (Junction with Church Road).
- Wards Park (Right hand side of Car Park).

St Mary's

- Breckan Brae (Junction with A961).
- Breckan Brae (Number 23).
- Breckan Brae (Opposite Sutherland Drive).
- Breckan Brae (Top of Brae).
- Park of Ayre (Number 2).
- St Marys Road (Community Centre).
- Station Square (Number 17).
- West Greaves Road (Junction with A961).

St Ola

- A964 (Cott of Blinkbonny).
- A964 (Junction with Foveran access).
- Berstane Loan (North side of Repeater Road at 10b).
- Berstane Lodge Road (At junction with Berstane Road).
- Berstane Lodge Road (Lodge).
- Berstane Lodge Road (Opposite Springfields).
- Blackhill Road (Opposite Netherbrook).
- Blackhill Road (Top corner of brae).
- Bloomfield Road (Orcadia).
- Cannigal Road (Access up to Abundaflo).
- Craigiefield Park (On build out on east side of junction with Craigiefield Road).
- Dyke-end Road (Junction with A964).
- Garrison Road (In footway near junction with Grainshore Road).
- Hatston Park (Junction with A965).
- Old Finstown Road (Junction with Bloomfield Road).
- Sunnybank Road (Junction with Water Works access).

Stenness

- Aglath Road (Whitebeam).
- Button Road (Junction with A964).
- Clouston Corner (Junction with Ireland Road).

- Ireland Road (Appiehouse).
- Stymilders (Quarry House).

Stromness

- Back Road (Junction with Marwick Lane).
- Christies Brae (Junction with Back Road).
- Citadel Crescent (Entrance to garages).
- Coplands Drive (End of cycle track).
- Coplands Drive (Number 24).
- Downies Lane (Junction with Back Road).
- Downies Lane (Opposite The Rosary).
- Franklin Road (Number 29 Bramwell Cottage).
- Franklin Road (Back of Community Centre).
- Franklin Road (Top of Leslie's Close).
- Franklin Road (The Gatehouse).
- Faravel (Far right corner of car park).
- Faravel (End of garages).
- Garson Place (Entrance to Aurora).
- Gray's Noust (End of wall at bottom of car park).
- Grieveship Road (Junction with Back Road).
- Grieveship Brae (Left of steps outside number 40).
- Grieveship Brae (Opposite number 17).
- Grieveship West (In grass outside number 66).
- Grieveship West (In grass outside number 70).
- Grieveship West (In footway outside number 76).
- Grieveship West (In footway to east of number 78).
- Grieveship West (In footway to south of number 93).
- Grieveship West (Footway outside number 95).
- Guardhouse Park (Footpath behind number 17).
- Hamnavoe (Number 17).
- Hamnavoe (Number 50).
- Hamnavoe (Number 54).
- Hillside Road (Swimming Pool car park).
- Hillside Road (Council Houses).
- Hillside Park (Junction with Hillside Road).
- Hillside Road (Orkadale).
- Hillside Terrace (Junction with Hillside Road).
- John Street (Surgery).
- Knockhall Drive (Back of number 27).
- Manse Park (Junction with St Peters Park).
- Ness Road (Opposite Ness House).
- Old Academy (Entrance to main car park).
- Outertown Road (Brownstown Road junction).
- Outertown Road (Leafea Brae).
- Pumpwell Park (Grass at back of number 9).
- Raes Close (Far left corner of car park).
- Springfield Crescent (Back Road junction).

- St Peters Park (Parking spaces).
- Whitehouse Lane (Stromness Hostel).

Location of Grit Bins - Isles

Eday

- Hamarhill (Number 3).
- Hamarhill (Shop).

Egilsay

- North Road (Halfway up brae).
- North Road (North Tofts).
- Pier Road (Top of slip at Pier).
- Warsett Road (Junction with Onziebust Road).

Flotta

- Burnside East (Grass at number 23).
- Burnside West (Grass at number 2).
- Church Road (Cemetery).

Graemsay

- Pier Road (Top of slip at pier).
- School Road (Halfway up brae).

Hoy

- Cantick Road (Cemetery).
- French Road (Number 9).
- Pier Road (Junction with B9047).
- St Colm's Quadrant (Opposite number 30).
- St Colm's Quadrant (Opposite number 9).

Papa Westray

- School Road (Opposite shop)

Rousay

- B9065 (Top of slip at pier).

Sanday

- Loth Pier (Top of Slip at pier).

Shapinsay

- Balfour Village (Top of Slip at pier).
- Helliar View (Number 3).
- Millbank (Number 1).

Stronsay

- Whitehall Pier (Harbour Office).

Westray

- Balaclava Road (Junction with B9066).
- Howanbreck (Number 10).
- Lastigar (Grass at number 16).
- The Quarry Road (On Footway outside No.1).

Wyre

- Russness Road (Top of slip at pier).



Column Mounted Festive Decoration Policy

2021 - 2026

Interim Executive Director.

Environmental, Property and IT Services.

[...] 2021. (date of approval)

Document Control & Council Approval

Version Number/Date.	Approved by Council.
v1/August 2021.	Environmental, Property and IT Services. ... (date of approval).
Next Update Due.	August 2026.

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Introduction

Currently the Council erects, maintains and stores 123 festive decorations on behalf of the several Community Councils in 6 different parishes, as follows:

- 50 in Firth.
- 16 in Holm.
- 11 in Orphir.
- 12 in Sandwick.
- 15 in South Ronaldsay.
- 19 in Stenness.

All costs associated with this have been met from the Roads Revenue Festive Lighting Budget.

The Council no longer provides additional festive decorations: it is the responsibility of the Community Council or Community Association to purchase, erect, maintain and store their own. All decorations erected on the streetlight columns must be approved by the Council's Roads Services. The only cost to the Council is for the electricity supply.

Policy

From 2021 Community Councils and community groups, hereafter referred to as the applicant, will be responsible for all future maintenance, erection and storage of the decorations and associated electrical fittings. Existing decorations will be replaced with new units that meet the appropriate specification. The old decorations will be returned to the relevant Community Council to do so as they wish on the proviso that they are not erected on the road network.

Procurement of new decorations

The Council will facilitate the purchase of new decorations in 2021. There is a selection of decorations available at reasonable cost which includes bracket mounted or column wraps. Roads and Environmental Services will engage with the applicant to determine their preference.

After this initial purchase in 2021, the applicant will be responsible for any future bulk replacement and/or additional lighting at no cost to the Council.

Permission

The applicant will be required to request permission from the Council to erect decorations on street light columns. The following must be supplied to the Council for approval.

1. Number of decorations.
2. Location of decorations.
3. Specification of decorations including but not limited to size, windage, wattage and material.
4. Details of how they will be erected, removed and maintained.
5. Details of public liability insurance.

The Council reserves the right to reject or remove any installation on the network on the grounds of safety.

Specification

Siting on column

No decorations shall be sited on columns which already support lit road signage or warning sign.

No decoration shall interfere with or obstruct access for structural or cyclic maintenance to any part of the column or lantern.

Decorations must be located at least 1 metre below the Road lantern.

There is no maximum size of decoration however they must be erected at least 500 millimetres from the road edge and be fitted 2.5 metres above the footway.

Decorations should be fitted to the roadside of the column (front). Where this is not possible the decoration may be fitted to the rear of the column.

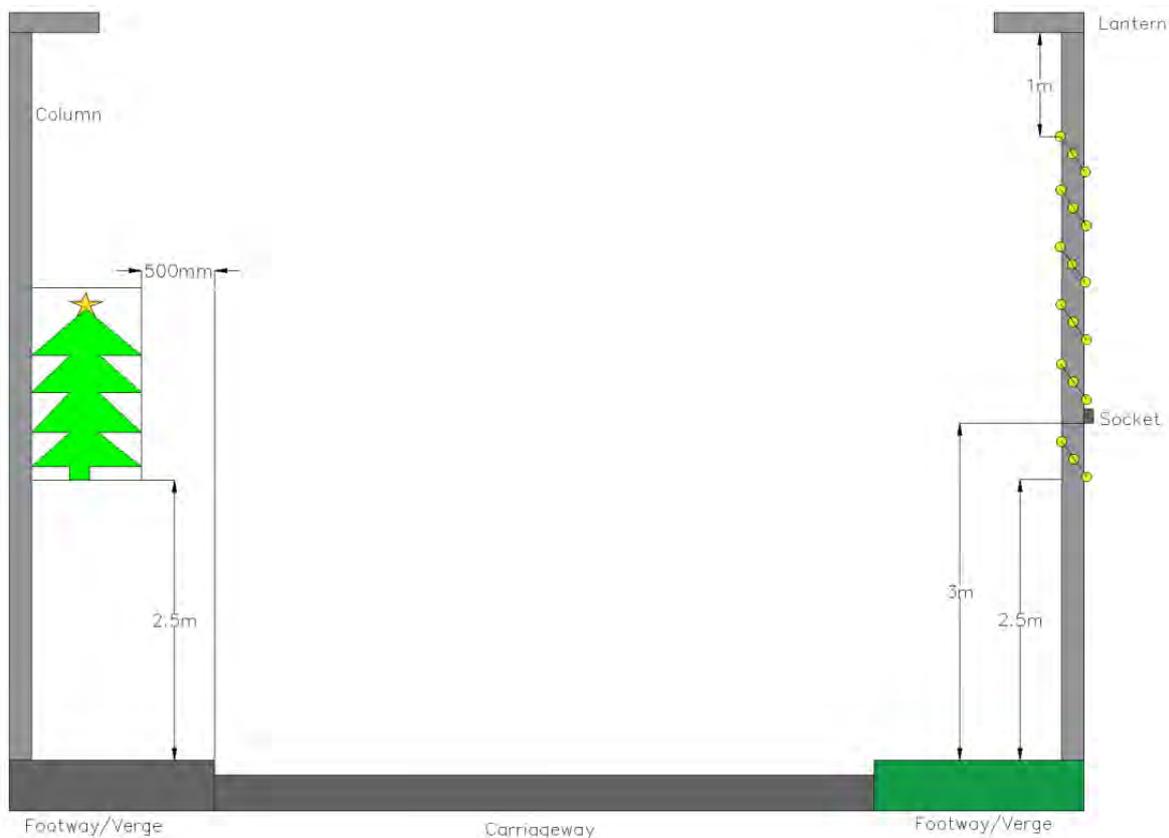


Figure 1 - Festive light siting requirements

Windage

Maximum windages for a 6 metre column is 0.35m² and for 8 metre column is 0.25m².

Weight

Decorations must not weigh more than 10 kilograms.

Material

All decorations must be aluminium or galvanised.

Electrical Supply

All electrical supplies must comply with the requirements of the current version of the Institute of Engineering and Technology (IET) Wiring Regulations.

Protective earthing must be maintained and a 30mA Residual Current Device (RCD) shall be installed at the point of origin.

All external electrical sockets must be sited at least 3 metres above the footway/verge.

All parts of the electrical installation must be at least IP66 rated and ensure that no water can ingress into the Streetlight Column.

Wattage

Maximum 55 watt, however this should be reduced where possible.

Rope lights should be LED Platinum, specifically for use on outdoor features with 30 LED per metre, 12 millimetres diameter and 4W/m² (Watt per square meter). Various other accessories are required include end caps, glue etc and must be compatible with the LED rope light. The rope light should be one continuous length with as few joints as possible.

Supplier

There is no preferred supplier provided the specification set in this policy is met.

Months of use

Festive Decorations may be in place from 1 November and must be removed as soon as is practicable following the festive period, however no later than 31 January. Works to install lighting may begin before November but they must not be connected until 1 November.

Column wraps are excluded from this provided planning permission has been granted for these to remain in place all year round.

Maintenance

The applicant will be responsible for on-going costs associated with maintenance of decorations and brackets, repairs to rope lights and storage of materials when not in use. They will also be responsible for the replacement of any damaged decoration.

The Council will remove any decorations that are dangerous and recover all reasonable costs associated with removal or repair from the applicant.

Where streetlight columns are replaced, the Council will undertake all works necessary to relocate the decoration and fitting onto the new column at no cost to the applicant.

All works undertaken on the public road must comply with Safety at Street and Road Works: A code of practice 2013.

Testing and Inspection

All installations must be inspected and tested prior to commissioning in accordance with the IET's Guidance Note 3: Inspection and Testing.

Any rope lights left in place over the summer months must be fully inspected prior to the start of the festive period.

All inspection, testing and maintenance must be undertaken by a competent person.

A certificate for the installation must be submitted to the Council prior to fully energizing the decorations.

The Council reserves the right to disconnect and/or remove any decoration which may be deemed a hazard to the public or Council staff.

Storage

The applicant is responsible for the storage of all decorations.

Insurance

The applicant must have the relevant liability insurance which covers the installation of the lighting (which might be at height), along public liability insurance for the full duration of the time the lighting is in place not just for the installation.

Payment of Electricity

The Council will pay for all ongoing cost for the electricity supply.



www.orkneyferries.co.uk

South Isles Ro-Ro Service

Winter Timetable Effective from 27 September 2021 until 7 May 2022

		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Longhope	dep	0625	0625	0625	0625	0625	0800	0830
Lyness	dep		0650	0650	0650			
Flotta	dep	0650	0710	0710	0710	0650	0830	0855B
Lyness	dep	0710				0710	0900	0915
Houton	arr	0745	0745	0745	0745	0745	0935	0950
Houton	dep	0800	0800	0800	0800	0800	0950	1000
Lyness	dep	0845				0845	1030	1045
Flotta	dep	0910	0845	0845	0845	0910	1055	1110B
Lyness	dep		0910	0910	0910			
Houton	arr	0945	0945	0945	0945	0945		
Longhope	arr							1125
Longhope	dep							1500
Houton	dep	1015	1015	1015	1015	1015		
Lyness	arr	1050	1050	1050	1050	1050		
Lyness	dep	1100	1100		1100	1100		
Flotta	dep		1200		1200			
Houton	arr	1135				1135	1130	
Houton	dep	1145				1145		
Lyness	dep	1230	1230	1230	1230	1230		
Houton	arr	1305	1305	1305	1305	1305		
Houton	dep	1315	1315	1315	1315	1315	1415	
Lyness	dep	1400	1400	1400	1400			
Flotta	arr	1415	1415	1415	1415			
Flotta	dep	1425	1425	1425	1425	1400	1500	
Lyness	dep					1425		
Houton	arr	1500	1500	1500	1500	1500		
Houton	dep	1515	1515	1515	1515	1515		
Flotta	dep	1600	1600	1600	1600	1600		1530B
Lyness	dep	1640	1640	1640	1640	1640	1530	1555
Houton	arr	1715	1715	1715	1715	1715	1605	1630
Houton	dep	1730	1730	1730	1730	1730	1615	1640
Lyness	dep	1810	1810	1810	1810	1810	1700	1715
Flotta	dep	1830A	1830A	1830A	1830A	1830A	1720A	1735B
Longhope	arr	1850	1850	1850	1850	1850	1740	1750

A - On Request. At the very latest (except in an emergency) bookings for these services must be made by 12 noon on the day of travel.

B - On Request. Bookings for this service must be made by 1600 on Friday.

All sailings before the 0845 departure Tuesday to Friday and the 1030 on a Saturday must be booked before 1600hrs the day before. All other Saturday sailings, all Sunday sailings and Monday morning sailings before 0845 must be booked before 1600 on Friday.

ALL OTHER BOOKINGS MUST BE MADE AT LEAST 1 HOUR BEFORE DEPARTURE EXCEPT THOSE MARKED A & B.

NOTES

- All bookings (including foot passengers) must be made through the Houton Office. **Telephone: 01856 811397.**
- Vehicles **must** be available for boarding **15 minutes** before departure, and passengers **5 minutes** before departure.
- No Show Charges** - All cancellations must be made by **1600 on the day before the intended date of travel (or by 1600 on a Friday for Saturday, Sunday and Monday travel)** or charges may be applied.
- For Conditions of Carriage of Passengers and Cargo see notices exhibited in the vessels, company premises and website.

For information on these services contact Ferry Services, Houton, Orphir. Telephone: 01856 811397, Fax: 01856 811701, Email: info@orkneyferries.co.uk

Westray - Papa Westray Passenger Service
Winter Timetable effective from 27 September to 7 May 2022

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Pierowall dep	0730 C	0730	0730	0730	0730	0730A	
Papa Westray arr	0755	0755	0755	0755	0755	0755	
Papa Westray dep	0800 C	0800	0800	0800	0800	0800A	
Pierowall arr	0825	0825	0825	0825	0825	0825	
Pierowall dep	0830*	0915A	0915	0915A	0915A	0915A	
Papa Westray arr	0855*	0940	0940	0940	0940	0940	
Papa Westray dep	0900*	0945A	0945	0945A	0945A	0945A	
Pierowall arr	0925*	1010	1010	1010	1010	1010	
Pierowall dep	0930A						
Papa Westray arr	0955						
Papa Westray dep	1000A						
Pierowall arr	1025						
Pierowall dep			1230		1510*		1315
Papa Westray arr			1255		1535*		1340
Papa Westray dep			1300		1540*		1530
Pierowall arr			1325		1605*		1555
Pierowall dep	1600	1600	1600	1600	1610 B	1625 B	1700 C
Papa Westray arr	1625	1625	1625	1625	1635	1650	1725
Papa Westray dep	1630	1630	1630	1630	1640 B	1655 B	1730 C
Pierowall arr	1655	1655	1655	1655	1705	1720	1755
Pierowall dep	1815 B		1815 B	1815 B	1815 B	1815 C	1855 C
Papa Westray arr	1840		1840	1840	1840	1840	1920
Papa Westray dep	1845 B		1845 B	1845 B	1845 B	1845 C	1925 C
Pierowall arr	1910		1910	1910	1910	1910	1950

* Sailings will operate during school term only.

A On request - must be booked by 1600 on the day before travel by calling our Kirkwall Office on 01856 872044. In the event of an urgent booking being required after this time please contact 07841 452426.

B On request - must be booked by 1400 on the day of travel by calling our Kirkwall Office on 01856 872044.

C On request - must be booked by 1400 on Saturday by calling our Kirkwall Office on 01856 872044. In the event of an urgent booking being required after this time, please contact 07841 452426.

Notes

All of these sailings with the exception of those marked * are request sailings and are timed to connect with the arrivals and departures of the ro-ro vessels at Rapness - normal fares will therefore apply. Any sailings outwith these times will be treated as hires and charged accordingly.

- All enquires to the Company's main office, Telephone 01856 872044.
- Passengers must be available for boarding **10 minutes** before departure times.
- No Show Charges** - All cancellations must be made at least **24 hours** before the intended time of travel or full charges may apply.
- For Conditions of Carriage of Passengers and Cargo see notices exhibited in the vessels, company premises and website.

Minute

Harbour Authority Sub-committee

Tuesday, 24 August 2021, 10:30.

Microsoft Teams.



Present

Councillors Graham L Sinclair, Andrew Drever, Robin W Crichton, David Dawson, Magnus O Thomson and Heather N Woodbridge.

Clerk

- Angela Kingston, Committees Officer.

In Attendance

- Gareth Waterson, Interim Executive Director of Finance, Regulatory, Marine and Transportation Services.
- James Buck, Head of Marine Services and Transportation and Harbour Master.
- Colin Kemp, Interim Head of Finance.
- Karen Bevilacqua, Solicitor.

Observing

- Rebecca McAuliffe, Press Officer.

Not Present

- Councillor Owen Tierney.

Declarations of Interest

- No declarations of interest were intimated.

Chair

- Councillor Graham L Sinclair.

1. Form of Voting

The Sub-committee resolved that, should a vote be required in respect of the business to be considered at this meeting, notwithstanding Standing Order 21.4, the form of voting should be by calling the roll (recorded vote).

2. Revenue Expenditure Outturn

After consideration of a report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services, copies of which had been circulated, the Sub-committee:

Noted:

2.1. The revenue expenditure outturn statement in respect of the Scapa Flow Oil Port and Miscellaneous Piers and Harbours for financial year 2020/21, attached as Annex 1 to the report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services, which indicated the following:

- An income surplus of £2,721,400 against an income budget of £763,700 in respect of the Scapa Flow Oil Port.
- An income deficit of £1,054,600 against an income budget of £1,879,100 in respect of Miscellaneous Piers and Harbours.

The Sub-committee scrutinised:

2.2. The explanations given and actions proposed, in respect of significant budget variances, as outlined in the Budget Action Plan, attached as Annex 2 to the report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services, and obtained assurance that appropriate action had been taken with regard to significant budget variances.

3. Revenue Expenditure Monitoring

After consideration of a report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services, copies of which had been circulated, the Sub-committee:

Noted:

3.1. The revenue financial summary statement in respect of the Scapa Flow Oil Port and Miscellaneous Piers and Harbours for the period 1 April to 30 June 2021, attached as Annex 1 to the report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services, which indicated a budget deficit position of £894,800.

3.2. The revenue financial detail by Service Area statement in respect of the Scapa Flow Oil Port and Miscellaneous Piers and Harbours for the period 1 April to 30 June 2021, attached as Annex 2 to the report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services.

The Sub-committee scrutinised:

3.3. The explanations given and actions proposed, in respect of significant budget variances, as outlined in the Budget Action Plan, attached as Annex 3 to the report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services, and obtained assurance that action was being taken with regard to significant budget variances.

4. Miscellaneous Piers and Harbours and Scapa Flow Oil Port

Minor Capital Improvement Programmes – Expenditure Outturn

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services, the Sub-committee:

Noted:

4.1. The summary outturn position of capital expenditure incurred for financial year 2020/21 in respect of the minor capital improvement programmes for Miscellaneous Piers and Harbours and the Scapa Flow Oil Port, as detailed in section 4 of the report by the Head of Finance.

The Sub-committee scrutinised:

4.2. The detailed analysis of expenditure figures and programme updates, attached as Appendix 1 to the report by the Head of Finance, and obtained assurance with regard to significant budget variances and progress made with delivery of the approved minor capital improvement programmes for Miscellaneous Piers and Harbours and the Scapa Flow Oil Port.

5. Miscellaneous Piers and Harbours and Scapa Flow Oil Port

Minor Capital Improvement Programmes – Expenditure Monitoring

After consideration of a report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services, copies of which had been circulated, the Sub-committee:

Noted:

5.1. The summary position of expenditure incurred, as at 30 June 2021, against the approved minor capital improvement programmes for Miscellaneous Piers and Harbours and the Scapa Flow Oil Port for 2021/22, as detailed in section 4 of the report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services.

The Sub-committee scrutinised:

5.2. The detailed analysis of expenditure figures and programme updates, attached as Appendix 1 to the report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services, and obtained assurance with regard to significant budget variances and progress being made with delivery of the approved minor capital improvement programmes for Miscellaneous Piers and Harbours and the Scapa Flow Oil Port.

6. Miscellaneous Piers and Harbours

Revenue Maintenance Programme – Expenditure Outturn

After consideration of a report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services, copies of which had been circulated, the Sub-committee:

Noted:

6.1. The summary outturn position of expenditure incurred for financial year 2020/21, in respect of the Miscellaneous Piers and Harbours revenue maintenance programme, as detailed in section 5.1 of the report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services.

The Sub-committee scrutinised:

6.2. The detailed analysis of expenditure figures and programme updates, attached as Appendix 1 to the report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services, and obtained assurance with regard to significant budget variances and progress made with delivery of the approved Miscellaneous Piers and Harbours revenue maintenance programme.

7. Miscellaneous Piers and Harbours

Revenue Maintenance Programme – Expenditure Monitoring

After consideration of a report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services, copies of which had been circulated, the Sub-committee:

Noted:

7.1. The summary position of expenditure incurred, as at 30 June 2021, against the approved Miscellaneous Piers and Harbours revenue maintenance programme for financial year 2021/22, as detailed in section 5.1 of the report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services.

The Sub-committee scrutinised:

7.2. The detailed analysis of expenditure figures and programme updates, attached as Appendix 1 to the report by the Interim Executive Director of Finance, Regulatory, Marine and Transportation Services, and obtained assurance with regard to significant budget variances and progress being made with delivery of the approved Miscellaneous Piers and Harbours revenue maintenance programme.

8. Conclusion of Meeting

At 11:10 the Chair declared the meeting concluded.

Signed: Graham L Sinclair.